

**Oak Hill Charter School**  
**Board of Directors Selection Process Policy**

The retention, selection, and removal of board members is one of the most critical duties of any in-place board of directors. Preceding the actions above, however, should be a step involving a determination by a board that the number of board members should be increased or decreased. Having a policy describing a prudent and effective process to do this helps ensure orderliness and fairness, which in turn increases the chances of having a quality board and its members' individual and collective satisfaction.

This Board Selection Process Policy (Policy) is subject to our bylaws and our bylaws are then subject to the Charter Agreement, N.C. charter school statutes, and SBE policies.

**Board of Directors Selection Process Policy**

The Oak Hill Charter School bylaws say the board of directors shall number between five and thirteen. It is therefore understood that the actual membership may change from time to time, but remain within the parameters called for in the bylaws.

The bylaws require, in Article IV Section 2, that the "actual number of directors...may be changed only by a 60% vote of the Board of Directors at any duly held meeting." This Policy does not purport to amend the bylaws, but adds the caveat, for clarity and fairness, that the actual addition or removal of persons on the board, be at least fifteen calendar days following the board meeting in which the board membership total was changed. This allows for the board members to consider candidates of their liking and present these as candidates for the open spot(s). This is a fair method and will allow for competition for any open spot.

The board agendas, for both the changing of the actual number and any subsequent additions or removals of board members, must clearly include that purpose.

When adding a board member, the board of directors will take public nominations for 2 weeks. An announcement will be made through the website and/or social media. In order to be considered, a candidate must submit a cover letter and a resume to the board chair. After the nomination period closes the board will hold interviews. The PTO president and 1-2 school staff members selected by the staff will be invited to participate in the interviews. The PTO president and staff member(s) may make their recommendation(s) to the board. Any board member may recommend this person and/or any additional candidate at a board meeting.

This Policy also requires that any prospective board member may be recommended to the board by any current member at any meeting, with a required notice in the agenda. To qualify for a vote by the board on that prospective member, that prospective member must be physically present for questions at a meeting in which the recommending member is also physically present; and the prospective member must be physically or virtually present at any subsequent board meeting in which the purpose of his/her selection was included in the agenda. The prospective board member must pass a background check before assuming their role as a board member.

Policy adopted by Oak Hill Board of Directors on date \_\_\_\_\_ 3/15/2023 \_\_\_\_\_

by \_\_\_\_\_ Eric T. Wilson \_\_\_\_\_ title \_\_Chairman