

School Board Member Selection Process

1. Identify Needed Skill Sets

Before initiating the selection process, the Board should assess its composition and identify gaps. Required skills of the Board, as a whole *, include:

* There is no expectation that every Board member has experience in all these areas.

- **Catholic Identity** – Understanding of Catholic Church teachings and education; mission focus.
- **Financial Expertise** – Budgeting, financial oversight, and strategic planning.
- **Legal Knowledge** – Understanding of education law, contracts, and compliance.
- **Educational Leadership** – Experience in curriculum development, student achievement, or school administration.
- **Community Engagement** – Ability to connect with diverse stakeholders and advocate for the school.
- **Fundraising & Grant Writing** – Experience securing financial resources for educational initiatives.
- **Quality Communication** – Strong public speaking, listening, and conflict resolution skills to foster collaboration among parents, staff, and community members.

2. Open, Yet Targeted Recruitment

To encourage applications from qualified individuals while maintaining discretion, use the following methods:

- **Public Posting:** Announce open board positions via the school's website, social media, and church bulletin.
- **Community Networks:** Notify parent-teacher organizations, local business groups, and alumni associations.
- **Direct Outreach:** Board members and school leaders discreetly contact individuals with relevant expertise.
- **Nomination Process:** Allow current board members, faculty, or respected community members to submit recommendations.

3. Application & Screening

Interested candidates submit:

- An application.

4. Disqualification Criteria

Candidates may be disqualified if they:

- Lack the skills the board has prioritized (including communication skills).
- Have conflicts of interest with the school (e.g., business dealings that create ethical concerns).
- Have a history of misconduct.
- Cannot effectively communicate or collaborate with stakeholders.
- Do not align with the school's mission and values.

5. Interview & Selection

- A governance committee reviews applications and conducts interviews.
- The committee ranks candidates and presents final recommendations to the full Board.

6. Final Approval

The board votes on final selections.