Mission: To ignite the passion within all students to reach their greatest potential through a nurturing and innovative learning environment. Vision: All students experience positive education, career, and life outcomes.

Governance Committee Responsibilities

Purpose

The Governance Committee is responsible for development and oversight of Board membership, Board selection policies and procedures, screening potential Board candidates, Board orientation and training and oversight of all legal and governance matters in accordance with the Samueli Academy bylaws, charter and established Board of Trustees policies and procedures.

Appointments and Compensation

1. Appointments of the Governance Committee chair and members of the Governance Committee shall be made by the Chair of the Board with the advice and consent of the Board in accordance with the Bylaws.
2. The chair of this committee shall be a member of the Board of Trustees.
3. Committee members may be appointed and need not be members of the Board of Trustees.
4. Committee members shall receive no compensation for their work on the Committee.

Responsibilities

1. Analyze the skills and experience needed on the Board.
2. Create a short and long-term Board recruitment strategy.
3. Work with the Board Chair and Executive Director on a succession plan for the Board officers and school management.
4. Recruit members to serve as Board members and develop a slate of trustees for consideration by the membership at the annual meeting in accordance with selection/election procedures outlined in the Bylaws and Board Policies and Procedures.
5. Annually develop and review procedures for Board recruitment.
6. Develop an orientation and training plan for new Board trustees.
7. Assist in the planning of an annual Board Retreat and other deeper strategy sessions as needed.
8. Develop and revise a Board member handbook outlining the responsibilities of the Board and Board members, Board policies and procedures, and other relevant information.
9. Oversee completion and annual review of all Samueli Academy operational policies and procedures.
10. Oversee the relationship between Orangewood Foundation and Samueli Academy through the Shared Services Agreement.
11. Conduct Board education as needed.
12. The Governance Committee is responsible for administering the annual performance evaluation process for the Executive Director, Head of School and CFO. In addition, the Governance Committee will manage the process to modify the compensation of the Executive Director and the Head of School.
13. Create specific measurable Board-level goals for the year as part of the full Board planning process.
14. Regularly evaluate the effectiveness of Board meetings, and make recommendations for improvement to the Chair and full Board as needed.
15. Annually coordinate an evaluation of the full Board and individual trustees.
16. Report to the Board of Trustees at regular meetings of the Board.
17. Annually evaluate its work as a committee and the objectives it has committed itself to and report on same to the Board of Trustees.
18. Manage the Samueli Academy charter renewal and revision process when it occurs.
19. Monitor relevant legislative activities and report to the Board as needed.