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**Nominating and Governance Committee Charter**

2019-2020

Role

The Nominating and Governance Committee is responsible for board recruitment, engagement, self-assessment and assisting DSST’s leadership in its strategic and advocacy functions. This Committee will work with other committee chairs and the Board as a whole to identify current and projected vacancies on the board and in specific committees, assess the composition of the current board, and solicit and vet nominations from current members, always working toward filling gaps in competencies and demographics and keeping the financial health of the organization as a top priority.

The Committee will also work with DSST staff to develop and maintain a description of board expectations and membership to inform prospective candidates and current Board members. The Committee will work to ensure Board engagement in DSST public schools through an in-depth new board member orientation, regular school visitations and effective information management and dissemination. This Committee will conduct regular assessments of the board’s performance as a whole and create a process for each individual member’s level of engagement and support. This committee shall also work with DSST’s leadership to identify and pursue opportunities for DSST and board members to engage in advocacy within the DSST community and beyond to ensure a broader understanding of DSST’s mission, vision, and goals.

Responsibilities

Board Development

* Cultivate a pipeline of exceptional new Board prospects that are available for appointment as time and need determine. Prospects for our Board will be evaluated against the stated Vision 2020 and our longer-term “What Next?” vision and the needed skill sets to achieve them.
* Develop detailed criteria and gap analysis for Board candidates.
* Onboard new Board members: Hold a New Board Member Orientation each year.
* Support a Board culture of engagement, ownership and accountability that supports achievement of DSST’s annual Operating Plan and Strategic Plan, and DSST’s core values of respect, responsibility, integrity, courage, curiosity and doing your best.
* Resolve specific questions and needs of the Board relating to terms and succession and make specific recommendations to the Board regarding these matters

Board Evaluation

* Board Level: Develop and deploy an annual survey for the overall Board to evaluate our work in supporting the overall organization. This should include a 360-degree evaluation to give staff a chance to evaluate Board effectiveness. The committee should periodically review the DSST bosrd policies and other governance documents to ensure that they reflect best governance practices.
* Committee level: Include a section for each Committee in the annual survey to evaluate their committee work in support of the overall organization. Also use charters and progress toward each charter goal as basis for evaluation.
* Individual level: Review Board Commitment document and ensure that it reflects the commitments expected of individual board members. Ensure expectations around individual commitment are communicated to new board members at orientation and all board members on an annual basis.

Advocacy

* Engage with DSST leadership to identify the areas where DDST must engage stakeholders in the DSST community and beyond to ensure a broader understanding of DSST’s mission, vision, and goals.
* Identify how the Board of Directors can best assist DSST leadership in advocacy with policymakers and community influencers.
* Assist DSST leadership in advocacy efforts through coordinated outreach, participation in community events, and engagement with DDST stakeholders and community leaders.

Membership

The membership of the committee shall include the committee chair, which shall be appointed by the board, the Board Chair, and at least two additional members of the board. It is desirable that the committee has members with some expertise in recruitment and personnel and board evaluation, strategic planning, advocacy, and community relations, as well as at least one member with board governance expertise. The DSST Chief Advocacy & Communications Officer will serve as the Home Office Liaison to the committee.

Patrick O’Rourke, Chair

Gloria Zamora, Board Chair and Member

Janet Lopez, Member

Regina Rodriguez, Member

Heather Lamm, Home Office Liaison

Kaitlin Glenn, Home Office Liaison

**Meeting Schedule / Key Topics TBD**

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| September 19, 2020 | 1:30 PM |
| November 21, 2020  | 1:00 P.M. |
| January 16, 2020  | 1:30 P.M. |
| March 26, 2020  | 1:30 P.M. |
| May 21, 2020  |  1:30 P.M. |
| June 11,2020  | 1:30 P.M.  |