



# LCS Board Screening

## Process

- A prospective board member must be nominated by an existing school or board member or faculty/staff
- The nominator completes a nomination form and submits the form to the governance committee
- The governance committee researches candidates and evaluates their fit with LCS's needs and mission and shares qualified nominees to the entire board
- The governance committee submits the nomination to the entire board, either by email or at a board meeting, requesting authorization to pursue the candidate and invite board membership after additional vetting
- The governance committee shares status update on nominee with nominator
- Head of school emails the candidate and invites him or her to consider board membership and makes introductions to the board chair and governance committee for additional interviews
- Head of school (or designee) supplies LCS informational materials to board candidate
- Candidate completes background check release supplied through LCS HR
- LCS HR completes background check
- The governance committee extends an invitation to the candidate to join a committee or board call prior to acceptance (optional attendance)
- The governance committee formally recommends the candidate to the board chair and the board chair extends an invitation to the prospective board member, kicking off the new board member acceptance and onboarding process.