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Board Member Recruiting, Appointing, and Orientation Process:

Prospective board member contacts the Board President directly or makes their interest in serving known.

Board President has a conversation to explore this interest and invites prospective board member to attend a board meeting.

Prospective board member submits a formal letter of interest including particular skills that they can offer to the board team, educational background that would be shared, etc.

The prospective board member is asked to review Board Orientation 101 and the Board Team Handbook from Cain Consulting and Casa di Mir Board Roles and Responsibilities. After review of these materials, the prospective board member contacts the Board President to express continued interest.

At the next scheduled Board meeting, the board will discuss and vote on the prospective new member, without the person present.

Board President contacts the prospective board member to notify of the result.

If voted in, Head of School prepares and updates Board binder for the new member.

Items for new member to read and discuss with Board President or Head of School:

- Board Orientation 101 by Cain Consulting (DVD and Power Point script)
- The Board Team Handbook by Cain Consulting
- Casa di Mir's Board Rules and Responsibilities
- Board Bylaws
- Articles and information in the Board Binder
- Recent minutes from meetings
- Employee Handbook