

## **Lewis Center for Educational Research**

**BP 9100:      BOARD BYLAWS  
                  BOARD VACANCIES**

**Adopted:      September 12, 2016                      Revised: October 16, 2017**

Persons wishing to serve on the Lewis Center for Educational Research Board of Directors (“Board”) will be asked to fulfill the role of:

Governor - fulfilling governance functions  
Ambassador – Reaching out to the community  
Sponsor – Giving time and raising money  
Consultant – Using skills and expertise on behalf of the organization

When a vacancy occurs on the Board, the Chairman of the Board will appoint a Nominating Committee consisting of two to four members of the Board and the President/CEO (“CEO”), one of which will be the committee chair. The Nominating Committee will determine if there are any specific qualifications for the vacant position that are in need, and a solicitation for candidates will be made. Key skill sets for the Board include current parent of a student, finance, instructional/academic leadership, program evaluation, legal, fundraising, policy/political experience, community knowledge, and real estate/facilities.

Persons wanting to apply for the open position will submit a letter of intent along with a resume to the CEO. The names of the candidates will be submitted to the Board for initial review. Any Director who has reason to believe that one of the applicants should be precluded from serving on the Board, for any reason, shall bring those concerns to the Nominating Committee chair. If in the opinion of the Nominating Committee the concerns appear to disqualify the candidate, a determination will be made as to the disposition of the application.

The Nominating Committee will screen and orally interview the selected candidate(s) and bring forward a recommendation for approval to the Board at the next regularly scheduled meeting.