



# WESLEY INTERNATIONAL ACADEMY

“国际文凭学校 中文 男女分班”

*AN INTERNATIONAL BACCALAUREATE WORLD PROGRAMME SCHOOL*

## WESLEY INTERNATIONAL ACADEMY

### Governance Committee

#### General Purpose

The governance committee is commissioned by and responsible to the Board of Directors to assume the primary responsibility for matters pertaining to Board of Directors recruitment, nominations, orientation, training, and evaluation in accordance with the bylaws of the organization as well as established policies and practices approved by the Board of Directors.

#### Appointments and Composition

1. Appointments of the chair and members of the governance committee shall be made annually 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 Directors.
3. Other members of this committee shall be members of the Board of Directors.
4. Additional committee members may be appointed and need not be members of the Board of Directors.

#### Responsibilities

1. Analyze the skills and experience needed on the Board.
2. Create a short and long-term board recruitment strategy.
3. Work with Board Chair and Executive Director on a succession plan for board officers.
4. Recruit individuals to serve as members of the Board and develop a slate of directors for consideration by the membership at the annual meeting in accordance with selection/election procedures outlined in the bylaws.
5. Develop and review annually the procedures for Board recruitment.
6. Develop an orientation and training plan for new directors.
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 other relevant information.
9. Conduct board education as needed.
10. Create specific measurable board-level goals for the year as part of the full board planning process.
11. Regularly evaluate the effectiveness of board meetings, and make recommendations for improvement to the chair and the full board as needed.
12. Annually coordinate an evaluation of the full board and individual Directors.

13. Report to the Board of Directors at regular meetings of the Board in a manner determined by the Board.
14. Annually evaluate its work as a committee and the objectives it has committed itself to and report on the same to the Board of Directors.