

Memo: Early Learning Board Chair Selection Process Proposal
From: Governance Subcommittee
Date: April 11, 2024

Early Learning Board Chair Responsibilities/Selection Process

The Board shall select a chair by a majority vote of its voting members. (Act 170, 302L 1.6 (e), 2023)

Chairperson: The Board Chairperson shall call meetings of the Board and shall preside at all meetings of the full Board. The Board Chairperson shall delegate assignments and duties to other Board members, manage all matters of the Board, and perform such other duties as are incident to the office or are required by the Board or by law. The Chair is selected by a majority of its voting members every three years.
(approved 08/09/2020)

Chairperson Selection Process:

- The Chair/Convenor of the Governance Subcommittee will manage the selection process.
 - Announces upcoming chair selection and defines a timeframe for nominations;
 - Collects nominations and determines interest of each nominee in serving as chair;
 - Submits names of those who accept the nomination to the Board Chair; and,
 - Following the election process, tabulates the votes and announces the results.
- The Board Chair plans the election as an agenda item and prepares written ballots for members to complete.
- The formal election is held at a Board meeting via written ballot and results are announced by the Governance Subcommittee Chair/Convenor.
- Should there be a tie, a run-off of the top two nominees will be conducted at the next Board meeting.

Who Is Eligible:

- Voting members of the Board