KACHINA COUNTRY DAY SCHOOL NORTH

Succession Plan

A

In the event that any corporate board principals retires, resigns or needs replacing for any other reasons, the Charter Holder/Corporate Board has a succession plan.

To replace any board members or members, the governing body recruitment, placement, and selection process depends on parent and administrative interests. The criteria for selecting replacements includes the Board conducting an individual assessment on the nominated individual to assess whether or not the person is suitable to be a Board member and what kind of benefits they would bring to the Board. The person of interest is then placed on the KCDS Board agenda and a vote is cast to determine whether or not to accept the person on to the Board at the annual meeting which is usually held in May. If the appointment is necessary at another time of year, an emergency board meeting would be called.

Directors may be elected at any Annual Meeting or at any other time for term(s) ending at an annual meeting, if in the discretion of the Board (1) it is desirable to fill the unexpired term of a Director who has died, resigned, or been removed from office, (2) such action will help equalize the number of Directors or (3) such action is desirable to effect a transition to a different classification of Directors which has been decided upon for a future period of time.

Any vacancy on the Board of Directors may be filled by the Board of Directors at any time by vote of the majority of the remaining members. The resolution electing the new Director shall specify the term for which he is elected. In the event of the resignation, retirement, or death of the Executive Director, the Assistant School Director shall assume the duties and responsibilities of the Executive Director subject to confirmation by the other members of the Executive Committee. The Directors may elect the Officers of the Corporation at any meeting of the Board of Directors for the terms stated in the resolution but not to extend beyond the next Annual Meeting.

The development strategies in place prior to or following a candidate's appointment to the corporate board include a Board member retreat which is organized to help train and develop individuals and the Board as a group. In addition, the current KCDS Board has received several years of Open law Meeting Training which identifies and teaches key areas of responsibility and laws which Board Members have to follow.

B

KCDS's instructional leadership team is comprised of the Executive Director, Principal, and Master Teachers. Teachers with a set number of years experience who demonstrate exceptional performance may be promoted to the title of Master Teacher. A Master teacher may then be afforded the opportunity of becoming an Assistant Principal who may then become Principal, depending on job performance and suitable positions being available.

Incentive plans exist at KCDS whereby teachers who receive exceptional performance evaluations from the Executive Director and Principal may be eligible for merit pay.

Ongoing professional development is offered at KCDS several times per year. The Executive Director performs this training during in-service at the start of the year and then at staff meetings throughout the year. KCDS's staff is also encouraged to attend professional development workshops off campus. KCDS pays half of the cost of the training and internally covers the absence of the staff member as an incentive.

KCDS's standards for hiring qualified personnel include each staff member being a certified teacher, having a valid Fingerprint Clearance Card, and having a Bachelor's or equivalent degree from an accredited institution.

Advertisements are placed when new staff members are needed which produces hundreds of resumes to select suitable candidates for interview. The interview process is rigorous in that potential staff members are scrutinized to determine whether they and the school are a good fit for each other.