

ANNUAL GENERAL MEETING (AGM) - SUNDAY, 9TH NOVEMBER 2025

CALL FOR BOARD NOMINATIONS

Dr. Graham's Homes (DGH) is pleased to announce a **Call for Nominations** for individuals to serve on the Board of Management (BOM). The BOM is responsible for shaping the school's strategic direction, upholding its values, and ensuring high standards of education for all students.

VACANCIES AVAILABLE

Several long-term Board Members will be retiring at the 2025 AGM. We are, therefore, seeking to fill four (4) vacant positions on the Board.

Nominations are now open to all eligible members of the School community — including parents, OGBs, and community leaders.

ELIGIBILITY CRITERIA

We invite nominations from individuals who:

- Are committed to active participation in Board meetings and decision-making processes. Contribute meaningfully to Board and sub-Committee responsibilities;
- Possess relevant experience or skills in areas such as education, governance, law, finance, compliance, or community leadership;
- Possess one or more of the Required Board competencies set for BOM members (BOM Competencies attached)
- Understands and aligns with DGH's core values.

HOW TO NOMINATE

Interested candidates must submit a written nomination that includes:

- A short precise of the overall skills and experience you bring to the BOM of DGH.
- An overview of your connection to, history and knowledge of DGH;
- A demonstration of how you meet the BOM's competency expectations;
- A statement confirming your ability to attend and fully engage in 100% Board and Sub-Committee meetings.

KEY DATES

- Nomination Deadline : Monday, 9th September 2025
- Submission Email : bernitldgh@gmail.com

Please ensure your nomination is submitted by the deadline. Late submissions will not be considered.

SELECTION PROCESS

An independent selection panel will review all nominations in line with the Board's Governance Policy and the School's Constitution. Additional information about the Selection Process will be shared with nominees after the closing date.

Your participation is vital to maintaining the integrity and effectiveness of our governance. We look forward to receiving your nomination.

Dr. Bernard Trench Lyngdoh Ryntathiang
Chair & President, Board of Management
Dr. Graham's Homes

9th August 2025

Core Competencies Required for the Board of Dr. Graham's Homes

The Board of Dr. Graham's Homes, as a collective body, must possess a well-rounded set of core competencies essential for effective governance and oversight. These competencies should be reflected across the team as a whole. Where specific expertise is lacking within the Board, these gaps may be addressed through the engagement of qualified external advisors or consultants.

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1. EDUCATIONAL LEADERSHIP	Demonstrating a deep understanding of education policies, practices, and trends, as well as the ability to provide strategic leadership to promote educational excellence and student success
2. GOVERNANCE AND ETHICS	Comprehending and having a strong grasp of governance principles, the legal and ethical responsibilities of the School Board, ensuring adherence to Policies and Regulations, and promoting transparency and accountability in decision-making processes.
3. POLICY DEVELOPMENT	Contributing to the development, review, and implementation of educational policies that align with the West Bengal schools vision and goals, while considering the diverse needs of the students and staff of DGH.
4. FISCAL RESPONSIBILITY	Understanding financial management principles, budgeting processes, and resource allocation to make informed decisions that optimize the efficient and effective use of financial resources in support of student achievement and growth of the School
5. LEADERSHIPS & DECISION MAKING	Should exhibit strong leadership qualities, with the ability to make sound decisions and exercise independent judgment. Should be able to contribute effectively to board discussions, challenge assumptions, and provide constructive input.
6. COMMUNICATION & COLLABORATION	Effective communication skills are vital for board members to convey ideas, provide feedback, and engage with staff and other stakeholders. Should be able to collaborate with fellow board members, ;in a constructive and transparent manner.
7. STRATEGIC THINKING	Should be skilled in strategic planning, able to evaluate and set goals, and provide guidance on long-term direction.
8. LEGAL & COMPLIANCE KNOWLEDGE	An understanding of legal and compliance matters is crucial for board members to ensure the School operates within the legal framework and complies with relevant regulations, including those pertaining to educational standards, financial reporting, employee relations, and environmental responsibility.
9. DATA INFORMED DECISION MAKING	With the rapidly evolving business landscape, board members should have a basic understanding of technology trends, digital transformation, and innovation. Able to utilise data, and evidence, to enable informed decision-making processes, monitoring educational outcomes, and promoting continuous improvement strategies to address achievement gaps and enhance educational programs.
10. RISK MANAGEMENT	Competency in risk assessment and management is essential for board members to identify, evaluate, and mitigate risks to the School. Should be able to oversee risk management practices and ensure appropriate controls and safeguards are in place.

11. COMMUNITY ENGAGEMENT	Building and maintaining positive relationships with parents, students, teachers, administrators, and community members through effective communication, active listening, and collaboration to foster a supportive and inclusive educational environment.
12. BOARD-STAFF RELATIONS	Establishing a constructive relationship with school district staff, including the superintendent and administrators, fostering open communication, and providing support and feedback while respecting administrative roles and responsibilities
13. CONFLICT RESOLUTION	Resolving conflicts and disputes in a fair, objective, and diplomatic manner, promoting consensus-building, and maintaining a harmonious and productive School Board environment
14. LIFELONG LEARNING	Demonstrating a commitment to ongoing professional development, staying informed about educational research and best practices, and actively seeking opportunities to enhance knowledge and skills related to governance and education
15. DIVERSITY & INCLUSION	Board members should understand the value of diversity in enhancing decision-making and be committed to creating an inclusive environment for all ethnicity and backgrounds in the School.

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