

**FAR BROOK SCHOOL
BOARD OF TRUSTEES**

DIVERSITY, EQUITY AND INCLUSION COMMITTEE CHARTER ¹

The Diversity, Equity and Inclusion (or “DEI”) Committee of Far Brook’s Board of Trustees is a Standing Committee that includes both Trustee members and non-Trustee members, along with a School staff liaison (Far Brook’s Director of Diversity, Equity, and Community, or “DEC Director”), who shall serve as an integral partner and collaborator within the Board DEI Committee and Far Brook community-at-large.

The Board DEI Committee started as an Ad Hoc Committee of Far Brook’s Board of Trustees in 2013. In 2020, the members of the Board DEI Committee generated Far Brook’s Commitment to Diversity, Equity, Inclusion, and Social Justice. In 2023, the Board of Trustees voted to make the Board DEI Committee a Standing Committee.

Committee Objectives and Scope of Activities

The DEI Board Committee shall be responsible for working collaboratively with the Head of School and DEC Director to foster diversity, equity, social justice, and inclusion principles embodied in the School’s mission, vision, and values. The work of the Board DEI Committee is ongoing, reflective, and ever-evolving. Thus, this Charter may require revisitation and revision from time to time by the Chair of the Board DEI Committee. The committee’s work is intended to demonstrate support for Far Brook’s DEI leadership and goal attainment, and shall include:

- Identifying and providing opportunities for Board education:
 - Reading materials,
 - Speakers/events,
 - Training and professional development for the full Board and new Trustees.
- Identifying DEI challenges and opportunities for improvement at Far Brook School.
- Providing relevant data for use in assessing alignment with Far Brook's Commitment to Diversity, Equity and Social Justice.

Specific Board DEI Committee tasks and projects include:

¹ Charter drafted 9.23.2023

- Creating a list of reading materials for education of the Board ([Board of Trustees Reading Recommendations](#)) and, if relevant, for the community-at-large.
- Developing a Diversity, Equity, and Community Annual Report and/or periodic reports for the Board of Trustees.
- Facilitating and promoting reflective discussion among the Board DEI Committee members and the community-at-large through events that increase understanding about diversity, inclusion, equity, and social justice, and the philosophical, social, cultural, and sustainable long view considerations to further alignment with Far Brook's Commitment to creating a community of belonging.
- Generating questions for and review of data from focus groups, climate surveys, event feedback, and parent and student's reflections.

The DEC Director and the Board DEI Committee Chair shall collaborate on monthly meeting schedule and facilitation, meeting agendas and minutes, and action planning to further the Diversity, Equity, and Inclusion and Social Justice Initiatives at Far Brook School.

Committee Materials

On occasion, there may be committee meeting materials which will be shared via email to all committee members.

Committee Meetings

The committee meeting schedule will be provided at the beginning of the school year. Committee meetings will be held via Zoom. Committee members should inform the Board DEI Committee Chair or DEC Director if unable to attend any committee meetings.

At the first meeting of each school year, the Board DEI Committee will review this Charter, introduce and/or share brief bios of each committee member, review the school's Commitment Statement to Diversity, Equity, Inclusion, and Social Justice, discuss previous committee initiatives, provide school updates, and set committee goal(s) for the school year.

Committee Confidentiality

All discussion, materials, and decisions from the Board DEI Committee meetings are confidential. On an annual basis, committee members will be provided copies of the Board's Confidentiality Policy for review, signature, and return to the current Board DEI Committee Chair.

- For Trustees committee members, you will be required to sign the Confidentiality Agreement for Far Brook's Board of Trustees.
- For non-Trustee committee members, you will be required to sign the Confidentiality Agreement for Non-Trustee Committee Members.

Non-Trustee Committee Members (or Committee Members At-Large)

In accordance with the Board's By-Laws, the Board DEI Committee shall include Far Brook community members who are not Trustees. The Board DEI Committee would like to thank you for the time and talent that you will give in serving on a committee of the Board of Trustees. The Chair of the Board DEI Committee and the School's DEC Director shall serve as points of contact for any questions relating to your service on the Board DEI Committee.

Length of Term: As a Board DEI Committee Member-at-Large, you have been asked to serve a one-year term on a committee of the Board of Trustees. Following your year of service, the Chair of the Board of Trustees, Chair of the Board DEI Committee, or the School's DEC Director will contact you to discuss your committee experience. You may serve more than one term on the Board DEI Committee.

Attendance to Board of Trustees Meetings: As a Board DEI Committee Member-at-Large, you may occasionally attend a Board of Trustees meeting at the express request and invitation of the Head of School and Chair of the Board of Trustees.