

Houston Independent School District  
Board of Managers  
Job Description

**MISSION:**

The Board of Managers (BOM) will improve outcomes for Houston ISD (HISD) students by representing the vision and values of the community, and by providing oversight to ensure that the vision and values are being honored.

**POSITION OVERVIEW:**

As the governing board for the largest school district in the state of Texas, the HISD BOM has a rare opportunity to improve outcomes for over 200,000 students. The core purpose of the BOM is to improve student outcomes by representing the vision and values of the HISD community where every HISD student is to be prepared for college, career, or the military in a manner that is equitable, transparent, and efficient. Through performance management practices, data-informed routines, and authentic stakeholder engagement, the BOM provides oversight to ensure that the vision and values are being honored and students are being well-served. The BOM assumes all of the powers and authority previously held by the suspended Board of Trustees (sBOT).

In addition, the BOM supports the sBOT by modeling effective board practices and ensuring the district's governance structures are restored and serving the district well. In due time the sBOT will be phased back into full authority, and on day one, they should be fully prepared to be intensely focused on improving student outcomes.

**ESSENTIAL FUNCTIONS:**

- **Goal Setting & Monitoring:** With a data-driven and stakeholder informed approach, monitor and support the Superintendent's work to ensure adherence to the vision and values, and hold the Superintendent accountable for improving student outcomes.
- **Stakeholder Engagement:** Proactively create opportunities to authentically engage community members, seeking their reflections and input on the vision and values of the community.
- **Superintendent Oversight:** Develop a superintendent evaluation that reflects the district's vision and values and ultimately aligns with the student outcome goals established as milestones for system performance.
- **Governance Systems:** Create systems that will ensure the smooth transition of governance to the board of trustees, including, but not limited to, structures for engaging with stakeholders, monitoring student performance, ensuring fidelity of work against district's vision and value, providing training to community members regarding effective governance practices.

**MINIMUM QUALIFICATION:**

**Residency**

- Eligible voter living within the Houston ISD boundaries.

**Background:**

- Meet standard Trustee eligibility requirements
- Have not been convicted of a felony, a crime that involved finances/fraud/theft, or a crime that involved a child.

- Able to pass an FBI background check.
- Will complete a conflict of interest disclosure twice annually

**Time Commitment:**

- ~40hrs per month for the first 6 months
  - Up to 8hrs per month for board meetings
  - 30hrs per month in community listening, introduction, and planning sessions
  - Additional time in community meetings as needed
- ~15hrs per month thereafter
  - Up to 8hrs per month for board meetings
  - Additional time in community meetings as needed

**QUALIFICATIONS:**

The ideal BOM has a diverse set of members with a broad cross section of skills and backgrounds.

The Board of Managers must include members who:

- Reflect the broad diversity present in HISD campuses, including, but not limited to, ethnicity, race, gender, age, disability, economic and educational backgrounds
- Believe that all HISD students can achieve at high levels and are able to succeed in college, career or the military
- Can create and engage in a collaborative, results-oriented team environment
- Have a demonstrated capacity for collaboration and an even temperament
- Possess a high intellectual ceiling with the ability to solve new and dynamic governance problems
- Have a desire to self-reflect, give/receive feedback and continuously improve
- Authentically engage stakeholders to leverage feedback for continuous improvement
- Are skilled at co-constructing a compelling vision with stakeholders that motivates action
- Bring a track record of performance and successful implementation across multiple concurrent projects
- Are experienced applying change management theory, including successful implementation or adoption of systems-level changes
- Have excellent written and verbal communication skills
- Are willing and able to be on time and attend the entirety of all regularly scheduled board meetings
- Have completed a Lone Star Governance 2-day workshop prior to in-person interviews
- Are Committed to learn and grow personally, especially as it pertains to knowledge of local school systems

The Board of Managers should include some members who:

- Are currently parents of HISD students
- Have some verifiable history of success in public education, preferably in the greater Houston area
- Have some background as a parent leader, a teacher leader, and/or a neighborhood leader
- Have demonstrated success in community leadership
- Have some background in social work, counseling, or psychology
- Have some background in business, finance, and/or law
- Ideally live throughout the 9 existing trustee districts

In addition, the following characteristics or experiences would be disqualifying:

- Business-related involvements with or conflicts of interest with HISD — through 2nd degree of affinity and consanguinity
- Involvement with a closed charter school

- Interest in running for other elected office (ie: any elected office that's not a school board trustee)

**FINANCIAL COMPENSATION:**

None