

North Lakes Academy

Policy #: 701

Policy Name: Board of Directors Election Process

Adopted: October 20, 2008

Reviewed: June 28, 2010

I. Purpose

The Board of Directors recognizes it represents the interests of the entire North Lakes Academy community in the governance of student achievement and fiscal management. To effectively represent the community, the Board of Directors recognizes the importance of a sound election process. Therefore, the Board of Directors establishes this policy on the board member election process.

II. Specific Policy Elements

- A. The Board of Directors will have no less than seven (7), no more than nine (9) elected seats. Beginning no later than December of each year, the Board of Directors will be elected to designated terms: Five (5) teachers, three (3) parent members and one (1) community member.

Terms for each elected positions:

- Odd year elections would elect -Two (2) teachers with a two (2) year term, two (2) parents members with a two (2) year term, one (1) community member with a two (2) year term.
 - Even year elections would elect - three (3) teachers with a two (2) year term, one (1) parent member with a two (2) term.
- B. Teacher seats must be filled by an employee of the school with a valid and current teacher's license.
- C. The election process will be managed by an election committee as appointed by the board. The election committee will be three or more persons who are not current candidates for a seat on the board. This committee will define the nomination deadline, recruit nominees, post candidate summaries, prepare the ballots, collect and count the ballots (at least two individuals will count), and publish the results.
- D. Elections will be held during or around the fall parent-teacher conferences. Notice of openings must be posted at least eight weeks and candidate summaries at least two weeks prior to the election.
- E. The current Board of Directors will accept the election as valid and new members will be sworn into office at the first regular board meeting following the election.
- F. Officers will be elected at the first board meeting following the election (usually the November board meeting). These officers will include the Chair, Vice-Chair, Treasurer, and Secretary.
- G. Eligible voters will include parents/ legal guardians of currently enrolled students, employees of North Lakes Academy.

- H. The election process will ensure only one confidential vote per eligible voter.
- I. More than 50% of eligible voters are required to vote for the election to be valid. If participation drops below 50% of eligible voters, an alternative election process will be determined to ensure at least 50% participation.

III. Special Reporting Requirements

The election committee will report the election results to the board for acceptance as a valid election. This report will include a summary of the election process, the number of ballots counted, the percent of eligible voters participated, and the results for each open seat. This report will occur at the first regular board meeting following the election.