

School LAND Trust Election Procedures

Charter LAND Trust Council Election Process

How to Participate:

The Charter LAND Trust Council is elected from interested parents/grandparents and staff members yearly. Any parent/grandparent or staff member with an interest in being involved should reach out to the supervising LEA contact to let them know of an interest in serving on the Charter LAND Trust Council or complete a nomination information form during the Fall nomination period. The council will consist of 4 parents/grandparents who have a child enrolled in the school and 2 staff members, with 1 member being a non-admin employee and the other member being an admin team member. Additionally, a parent/grandparent of a student enrolled at the school must serve as chair and co-chair of the council.

Definition of Other Members:

- Staff Member - this is a school employee that will be elected by other staff members (if a parent is also a school employee, they can decide to run as either a parent or a staff member).
- Admin Member - A member of the Director's group - this member will be assigned by the CAO and/or the governing board.

Term of Service:

Parents/grandparents who are elected to serve for a two-year term and can serve for multiple subsequent terms if re-elected. If a parent/grandparent has a child that leaves the school before their term is up, that parent's/grandparent's position will become open and an election process will take place to fill the position.

- A staff member will serve a two-year term and will be a voting member of the council
- An admin member will continue to serve as long as appointed by the CAO/governing board and will be a voting member of the council

Nomination & Election Process (Parents/Guardians):

Parents/Grandparents will receive an email home with an electronic nomination form to request the number of needed spots via the emails listed in our SIS during the nomination period each Fall. Parents/Grandparents can fill out the form provided to submit their nomination. Once the nomination period is closed an election will take place electronically. All parents/grandparents who are nominated will appear on the ballot and the ballot will be sent out to the school community via email. The nominees receiving the top number of votes will fill the vacant positions on the Charter LAND Trust Council. If the number of nominees is equal to the number of open positions, no election will take place. In the event of a tie the directors group will make the tie breaking vote. In the event that there are not enough nominees for open positions, parents/grandparents on the Charter LAND Trust Council will work with the admin team to ask parents/grandparents to fill those remaining spots.

If a parent/grandparent member is absent from two consecutive meetings, the chair will notify the member that if the member does not attend the next meeting, the council will consider the seat vacant and the governing board will advise on a parent/grandparent to fill the unexpired term. If a member resigns during their term, parents/grandparents on the LAND Trust Council will work with the admin team to find a parent/grandparent to fill that position for the remainder of the original term.

Electing the Chair:

A parent/grandparent of the council must serve as the chair and vice-chair. The chair and vice-chair will be elected by the Charter LAND Trust Council following the Simple Motions of Parliamentary Procedure found in the Charter LAND Trust Council's Rules of Order and Procedure.

Nomination & Election Process (Staff):

All staff will receive an email with an electronic nomination form during the nomination period each Fall. Staff can fill out the form provided to submit their nomination. Once the nomination period is closed an election will take place electronically. Any staff member who is nominated will appear on the ballot, and the ballot will be sent out to all staff. The nominee receiving the top number of votes will fill the vacant positions on the Charter LAND Trust Council. In the event that there is not a nominee for an open position, the admin team and members of the Charter LAND Trust Council will work together to appoint a staff member.

If a staff member is absent from two consecutive meetings, the chair will notify the member that if the member does not attend the next meeting, the council will consider the seat vacant and the LEA will appoint another staff member to fill the unexpired term. If a staff member resigns during their term, members on the Charter LAND Trust Council will work with the admin team to find a staff member to fill that position for the remainder of the original term.

Eligibility for Voting:

The member being elected will be chosen by the class they are defined by. All parent/guardian volunteers will be elected via the parent/guardian population within the school. All staff members will be elected via the school staff community.