

Governance Committee Meeting 2/6/2020  
In attendance: Henry Schantzen, Katie Kinneberg

Created Call for Nominations 2020 Document with schedule/timeline.

2 Teacher board positions available (Meghan/Shelly)...may be Montessori but don't have to be as Katie/Molly are both Montessori trained.

1 Parent position (Ann Marie)

1 Community member (vacant)

Discussion of the current seat holders' desire to rerun.

Discussion on other potential candidates:

#### Schedule for elections

March 4	Call for nominations sent in Newsletter
March 27	Deadline for nominations to be returned to the office
April 7 @ 2:30	Candidates attend orientation session and complete candidate questionnaires with Governance Committee members - in Bluffview computer lab
April 22	Ballots are mailed to members
May 6	Elections (ballots may be mailed in or dropped off at the office until this date)
May 8	Votes counted
May 13	Elected Board members announced at Annual Meeting

Discussion-Who will count the votes? Steph Simmons, Renee K, and Ruth R

Annual meeting will be held on May 13th, 2020

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**Governance Committee Meeting January 6, 2016**

**Henry, Stephanie, Katie, Jacob**

**Open Positions - Community Member**

**Schedule of Election**

**February -**

- **Board finalizes dates for elections.**
- **Call for nominations placed in the school newsletter. February 24th. Nominations will be due by the last calendar day in March.**
- **Governance committee meets to identify potential candidates for nomination and contacts them to determine interest.**

**April -**

- **Governance committee meets with candidates for orientation session during first two weeks of month - April 6th**
- **Candidates will be announced to members at least 30 days prior to election (April 13) along with election date and date of annual meeting**
- **Official ballot will be created and administrative assistant compiles candidate questionnaires.**
- **Last day of April-ballots are mailed with candidates' statements**

**May -**

Election date - 2<sup>nd</sup> Wednesday in May. May 9-11

Third Monday (after elections close) - count votes - May 16th

Annual Meeting - announce new board members - May 18th

Assumption of office- Newly elected members attend June meeting as "members in training" and are inducted at the July meeting. New members are requested to attend all meetings between their election and their assumption to office so that they can make informed decisions.

February 21st

Annual Meeting on May 16th

Open positions - 2 Montessori Teacher members, 1 Parent member

Get volunteering group ready to count - use volunteering list