

205 Board of Directors Election

I. Purpose

The purpose of this policy is to define procedures for conducting the annual school board elections.

II. General Statement of Policy

The NSCS Board is charged with overseeing the election of new members to the board. As specified in the NSCS bylaws, the election and annual membership meeting will be conducted annually on a weekday during November designated by the board when school is in session, per MN Statute 124E.07. Sub.2. The following procedures outline how the election process will be conducted.

II. Procedures

A. Nomination Process

No later than September each year, the NSCS Board shall appoint a Nominating Committee of 3-5 persons, one of whom shall be a past or present board member, to nominate candidates for the open positions. Independent nominations for board positions can be submitted in writing to the board secretary up to thirty-five (35) days prior to the annual membership meeting. Such nominations need the endorsement of at least ten (10) members of the school.

B. Election Process

1. Eligible Voters

Members of North Shore Community School: All currently employed full and part-time staff members (instructional and non-instructional) and parents/guardians of currently enrolled students have a single vote. Board Members also may vote.

2. Election Notification

Notification of the election and candidates will be distributed/mailed to all known members at least thirty (30) days prior to the election.

An election notice will be also posted at NSCS at least 30 days prior to the election with a sample ballot. Voting Period will be decided by the nominating committee and will be included in the Annual Election Notice to the members.

3. Voting Method

Paper ballot

C. Voting Process

Identified members of NSCS will receive a single official ballot (one vote per member) with an envelope at least ten (10) days prior to the final day of the election period. Voters will be instructed to sign voter verification on the outside of the envelope before returning the ballot to note their eligibility. Voters will need to return the ballot, via sealed signed envelope or in person, to NSCS by the designated time, on the designated day of election. Voters will also have a choice of voting at the designated polling place.

D. Election Results

After the voting period ends, at least two individuals who are not eligible to vote in the election will begin to count, record, and certify the election results. Sealed ballots will have their voter signatures verified before being removed from the envelopes. The envelopes will then be opened to ensure that they contain one ballot. The ballots will then be counted, recorded and certified.

1. Website will be updated with results.
2. Results will be posted on the exterior front door.
3. All candidates not present at the time the results are announced will be contacted by a board member.
4. Newly elected board members will be sworn in during the Annual Membership Meeting or the next Regular Board Meeting.
5. New Board Members will have at least one (1) orientation/training prior to the next Regular Board Meeting.