



OPEN MAGNET  
CHARTER SCHOOL

## PLEASE RUN FOR OPEN SCHOOL'S GOVERNING COUNCIL

The Governing Council is currently accepting nominations for the 2020/21 elections. We invite and encourage all interested parents/guardians to run.

### **What is the Governing Council?**

The Governing Council is a collaborative body through which the 24 members, consisting of parents/guardians, teachers, administrators, and staff of the Open School, fulfill the mission of the school and the goals of the Charter. The Governing Council:

- Promotes a cooperative and positive effort among teachers, students, school administrators, parents/guardians, staff to ensure the achievement of the Program goals and to develop the best possible educational program at the Open School.
- Assesses educational needs and establishes priorities with the object of encouraging each student to realize his or her maximum potential.
- Identifies the use of resources needed to implement the educational program.
- Establishes budgetary priorities involving the use of all discretionary funds.
- Evaluates the overall effectiveness of the program, and how it is administered, and makes recommendations for improvements.
- Establishes committees and/or task forces to implement the business of the Governing Council and to facilitate their functioning.

**Who is eligible to serve?** Any parent/guardian of a student attending Open School during the 2020/21 school year. Only one of the student's parents/guardians can serve on the council.

**What is required to serve?** Parents/guardians are elected for a two-year term beginning July 1, 2020. The Governing Council meets once per month during the school year in the teachers' lounge. Meetings generally take place on the second Thursday of the month at 5:30 p.m. Additional meetings may also be required. Council members are expected to attend every meeting but are allowed up to three absences in a school year. All elected parent representatives and alternates must also serve as active members of at least one Governing Council committee (a complete committee list is available at [opencharter.org/committees](http://opencharter.org/committees)), OR participate in the planning committee of a school event during their term.

**Does the Governing Council need parents/guardians with specific qualities or skills?** The Governing Council depends on the active engagement of concerned parents/guardians and appreciates the involvement of parents/guardians who bring a wide range of perspectives on school-related issues and who reflect the rich diversity of our community. All parents/guardians bring unique and highly valued insights to the Council. The Council also welcomes parents/guardians who bring experience in leadership, accounting and finance, education, nonprofit management, and other relevant areas. Being a part of the Governing Council is a wonderful way to become more involved in the Open School community, meet and get to know parents/guardians and teachers and, most importantly, make a real difference in our school.

**What is the election process?** Each year Open School holds elections to fill vacant parent representative seats on the Council. Elected parent representatives have voting rights on issues brought before the Council and serve two-year terms (2020/21 and 2021/22). For the 2020/21 school year we have seven (7) vacant spots for elected parent representatives. There are also up to six (6) vacancies for parents/guardians to serve as alternates on the Council. The candidates with the seven highest votes will be elected as parent representatives and the candidates receiving the next six highest numbers of votes will be alternates. Parent representative alternates serve for one year (2020/21) and have voting rights when they attend meetings in place of an absent parent representative. The election is conducted by secret ballot. Each parent/guardian is allowed to vote. This means that in a two-parent/guardian household, each parent is allowed one vote. In the event of any tie, the winner is determined by a coin toss. The Election Committee, comprised of current Governing Council members who will not be serving on the council next year, oversees the election.

**Who are the Governing Council Officers and how are they selected?** At the May 7, 2020 Governing Council meeting, incoming 2020/21 Council members will elect the following officers: President, Vice President, Treasurer and Secretary. All elected and voting Parent Representatives of the Governing Council are eligible to serve as Officers. Officers serve for one year from July 1 to June 30.

(PLEASE NOTE: Parents/guardians of 2019/20 Open School students will cast ballots to elect seven (7) parent representatives and six (6) parent representative alternates who will fill next year's vacant council spots; they will not vote for or elect Governing Council officers as part of the general election. As noted above, it is the incoming 24-member 2020/21 Governing Council who will elect next year's President, Vice President, Treasurer and Secretary.)

**What are the responsibilities of the Governing Council Officers?** Governing Council Officers along with the principal, Friends president, and one Faculty Representative determined by the Faculty constitute the Executive Council. The Executive Council meets monthly during the school year to set the agenda for upcoming Governing Council meetings. Below, is a brief list of additional Governing Council Officer duties and responsibilities.

President: Presides at all meetings of the Governing Council and serves as a member ex-officio of all committees; oversees the selection of two chairpersons (one Parent and one Faculty member) for each committee set forth in the bylaws or established by the Governing Council; represents or designates another council member to represent the Governing Council in all official matters and dealings with outside parties; and performs all other duties pertaining to the office.

Vice President: Acts as an aide to the President and performs the duties of the President if the President is absent or otherwise unable to perform said duties; serves as an ex-officio member of all committees and act as liaison between the committees and the President; and coordinates, as needed, the activities of the committees.

Treasurer: Oversees all funds made available to the Governing Council; oversees the budget and chairs the Budget Committee.

Secretary: Records the Minutes of all Governing Council meetings and maintains records of all Minutes of committee meetings as prepared by the committees; and oversees all official communications of the Governing Council, including notices to the school community and correspondence to outside parties.

**Schedule for the Election of Governing Council Members 2020/21:**

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| Friday, March 20:    | Electronic nomination forms distributed to all student households.  |
| by Monday, April 13: | Electronic nomination forms distributed to incoming students' households for the 2020/21 school year.   |
| Wednesday, April 15: | Nomination forms due via email to Bylaws Committee co-chair Denise Benjamin ( <a href="mailto:yellow.cluster@me.com">yellow.cluster@me.com</a> ). |
| Friday, April 17:    | Electronic candidate statements distributed to all student households.  |
| Tuesday, April 21:   | Electronic ballots distributed to all student households.   |
| Thursday, April 23:  | Ballots due electronically by 4pm.  |
| Friday, April 24:    | Ballots counted by Election Committee; results shared with nominees.  |
| Monday, April 27:    | Results announced electronically to school community.   |

If you have any questions, please contact Denise Benjamin, Teacher Co-Chair, Bylaws, Charter and Program Evaluation Committee, at [yellow.cluster@me.com](mailto:yellow.cluster@me.com).

