

**NEW MILLENNIUM ACADEMY
POLICY FOR THE ELECTION OF MEMBERS OF THE BOARD OF DIRECTORS**

I. PURPOSE

The purpose of this policy is to ensure that the annual New Millennium Academy (NMA) Board of Directors (Board) election is held in a fair and timely manner; that candidates who will best support the mission and vision of NMA, and who meet the board membership criteria, are nominated to serve on the Board; and to comply with Minnesota Statute Section 127E.07 (or successor statutes).

II. ELECTORATE; BOARD MEMBERSHIP and ELIGIBILITY

- A. Eligibility to vote for candidates to serve as Directors on the NMA Board of Directors shall be determined by the ByLaws of NMA, and the statutes and regulations of the State of Minnesota.
- B. Qualifications for candidates to serve as Directors on the NMA Board of Directors shall be determined by the ByLaws of NMA, and the statutes and regulations of the State of Minnesota.

III. ELECTION COMMITTEE DUTIES; APPOINTMENT; MEMBERSHIP

- A. Duties.
 - 1. The Election Committee is responsible for the implementation of this election policy which determines who shall serve as Directors of the school; and to insure the effectiveness, integrity and impartiality of the election process, including insuring that:
 - a. all eligible voters receive appropriate election information and are notified of the election dates at least 30 days prior to the election.
 - b. all voters are properly qualified electors;
 - c. all candidates are vetted and properly qualified;
 - d. all ballots are anonymous and processed in a clearly impartial manner.
 - 2. The Committee throughout the year, shall seek out and accept recommendations for potential, eligible candidates, confirm their interest and vet them through interviews and otherwise as directed by the Board. The Committee will establish a file of these potential candidates.

Approved: _____
Revised: _____

B. Board Appointment and Review.

1. No later than the Board's regular monthly meeting during the month in which a new school year begins, the Board shall review the membership of the Election Committee, and make necessary and appropriate appointments and substitutions which are necessary for an effective election process or to comply with this Policy.
2. This Committee shall include the Board Chair and at least one current Board member.

C. Committee Membership Qualifications. No member of the Election Committee shall be a candidate, or related to a person who is candidate, in the current election.

D. For purposes of this Election Policy, "related" means an individual whose relationship by blood, marriage, adoption, or partnership is no more remote than first cousin.

IV. ELECTION TIMETABLE AND PROCESS

A. Election Timetable for the School Year.

1. January. The Committee will present the proposal for that year's Election Plan, ballot and forms to the Board, which will review, revise as necessary, and approve a plan for that election, and direct the Committee to implement the approved plan.
2. January - March. The Committee will seek nominations from the electorate and vet those eligible nominees through interviews and otherwise as directed by the Board. The Committee may seek candidates throughout the year, and may establish a file of eligible potential candidates.
3. April. The Committee will present the results of its recruitment and analysis, including its recommendations for each candidate, to the Board. The Board will review all candidates and will select for each vacant Board position, no more than three candidates, choosing those candidates it determines will best support the mission and vision of NMA, and fill the areas of expertise needed on the Board at that time.
4. May. The election will be held at the Annual Meeting of the Board, and the results announced at that meeting.
5. June. The newly elected members will be seated at the regular June Board meeting.

B. Solicitation of Nominees.

1. The Committee will determine the number of seats which must be filled, including new seats created by the Board; current Board members whose term will expire; and

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Revised: _____

seats vacant due to resignation or other causes, the term for which does not expire in that election year.

2. One week prior to requesting nominations, the Committee shall cause to be disseminated to electors, an Information Guide, explaining the nomination and election process.
3. The Committee shall cause to be disseminated to electors, a letter requesting nominations for the Board seats to be filled, including a Nomination Form which must be completed and returned to the Committee by a date certain.

C. Review and Processing of Nominees.

1. If the Committee receives a nomination of a person ineligible to serve, it shall notify the person submitting such nominee of the reason(s) why the nominated person is ineligible to serve on the Board.
2. The Committee shall notify eligible nominees and request confirmation of interest, including an application which must be completed and returned to the Committee by a date certain.
3. The Committee will Review the Nominee Applications to confirm interest, eligibility and qualifications, specifically including areas of competence which the Board has identified as needed to strengthen the Board's competence for fulfilling the mission of NMA at that time.
4. Ideally, each Nominee will be interviewed by at least two people, including at least one Committee member. Board members will be informed of the times of these interviews, and are encouraged to participate. Interviewers' observations and impressions of each potential candidate will be recorded in written form.
5. The Committee will review the Applications and the results of the interviews, and prepare a Report for presentation to the Board, including recommending Nominees for candidacy, and the reasons for such recommendations.

D. Notice to Electorate.

1. Written notice of the date, time, place and purpose of the Annual Meeting, and the Election, shall be delivered to each eligible voter and posted on the principal bulletin board and web site of NMA, at least thirty (30) days in advance of the annual meeting (or other period as required by applicable law).
2. This notice shall include information on the Candidates and information generally about the election process. It shall not include detailed instructions for completing the official voting ballot.

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3. The Election committee may recommend candidate forums or other means for the electorate to explore each candidates qualifications, intentions and philosophy.

VI. BALLOTS; VOTING

- A. Ballots shall be organized and identified by the category (Parent, Teacher, Community Member) of the vacancies to be filled, with the candidates' position within each category determined by lot.
- B. Ballots must be available in appropriate languages which reflect the school's population.
- C. Instructions for voting must be available in appropriate languages which reflect the school's population.

VII. ELECTION; RESULTS

- A. Each eligible voter may vote for as many candidates in each category as there are seats in that category to fill.
- B. The Committee shall recruit neutral persons to assist members of the electorate who request assistance with the voting process. The Committee shall strive to insure such assistance is provided in a way that will not influence the voter's choice.
- C. Upon closing of the polls, the Election Committee shall determine the vote totals for each candidate. At least two committee members must be present and participate in this process.
- D. The vacant seat(s) in each category shall be filled by the candidate(s) in each category receiving the highest number of votes.
- E. Ties shall be broken by a vote of the Board.
- F. The Chair of the Election Committee shall shall certify the results to the Board or to the Board Chair, who shall cause them to be announced at the annual meeting.
- G. Results of the election shall be published to the school community in the next issued school newsletter, on the school website, or otherwise as the Board may direct.

VIII. ELECTION TEMPLATE FORMS

- A. The packets of Forms attached comply with NMA ByLaws and Policies, and with Minnesota law governing NMA, and have been approved by the Board. The Election Committee may recommend changes or new forms to the Board, as appropriate to meet current circumstances or changes in law or policy.

Approved: _____
Revised: _____

B. All forms with due date deadlines must clearly indicated the due date deadline and include the following language, capitalized in bold print: **“ANY [NAME OF FORM] RECEIVED AFTER [DEADLINE DATE] WILL NOT BE ACCEPTED.”**

C. Index of Forms:

1. Initial Information Guide (explaining election process without specific electronic voting instructions)
2. Letter Requesting Nominations
3. Letter Explaining Ineligible Nominations
4. Letter and Questionnaire Requesting Nominee to Confirm Interest in Serving
5. Electors Information () (explaining voting process without names of Candidates and without specific electronic voting instructions)
6. Board Candidate Evaluation Forms (including Protocol for Nominee Interviews)
7. Election Committee Presentation of Candidates to Board
8. Candidate Information and Voting Guide (election process with names of Candidates but without specific electronic voting instructions)
9. Voting Guide (Electronic Voting Process - Day of Election)

Approved: _____
Revised: _____

**NEW MILLENNIUM ACADEMY
INFORMATION GUIDE
BOARD OF DIRECTORS ELECTION**

TO: Parents and Guardians of NMA Students
NMA Staff
FROM: The Election Committee
SUBJECT: Election for Board of Directors
DATE: DATE

Each year new members must be elected to the NMA Board of Directors. That election will be held on ELECTIONDATE at the Annual Meeting of the Board of Directors.

This guide is designed to let you know

- what the steps are and how the election process works;
- why the Board is important; and
- how you can be involved.

This election is very important to the school, and it is very important that parents and staff consider the strategic needs of the school. By selecting thoughtful and committed board members, we in the school community can ensure that NMA continues on a successful path.

The Nomination and Election Process

The people who will vote for Board members are called electors. The Election Committee will send a letter to all electors requesting you to suggest candidates who might be interested in serving on the Board to help the Board perform its duties to the school. You may suggest yourself if you are willing to serve and believe you can contribute to the Board function.

The Election Committee will then contact the people whose names have been submitted and ask them to complete an Application to confirm they are willing and able to serve. The Election Committee will interview all those who complete the Application.

The Board of Directors will recommend candidates for position to be voted on. The Election Committee will send a Voting Guide to each person eligible to vote, with the names and information about the candidates.

On election day, ELECTIONDATE, each elector will have the opportunity to vote for the candidate(s) which they think will best help the school.

Approved: _____
Revised: _____

What Does the Board of Directors Do?

The Board of Directors' legal duty is to set the direction of the school and to map out the strategies that will carry NMA into its successful future. The Board oversees the school administration in its execution of the school's vision and mission; to be sure we fulfill our primary purpose which is to teach our children.

Our charter, as approved by the State of Minnesota, our mission states:

NMA, a parent community partnership, provides a world-class education through a caring and innovative environment that fosters inquiring, knowledgeable and compassionate students who embrace the Hmong culture and celebrate intercultural understanding and respect.

The Board is composed of Parent Members, Community Members and Teacher Members. Individual members Board of Directors must think of themselves as stewards of the school – responsible for the long-term viability of NMA and the evaluation of the current performance of administration, staff and students. Whether a parent, teacher, or community member, directors do not represent particular constituencies, but rather focus on the interests and welfare of the whole school.

Needs of the Board

In order to make sure that the board has all the skills needed to chart NMA strategic future, it is important to consider candidates who would fulfill existing needs on the Board.

- Commitment to NMA educational model
- Ability to plan strategically for the future
- Understanding of public affairs and communications
- Awareness of development, fundraising techniques, and sources of funding.

Thank you for participating in the school election process. We make the school stronger and better working for our children when we all work together.

The Election Committee

Approved: _____
Revised: _____

**NEW MILLENNIUM ACADEMY LETTERHEAD
Nominations for Board of Directors SCHOOLYEAR**

DATE

To: NMA Parents
NMA Staff
NMA Board of Directors

NMA Board of Directors has vacancies for SCHOOLYEAR school year. Board members must come from different parts of the school community. For next year, we will need:

- X# Members who come from the Community
- Y# Members who are Parent of a child or children attending NMA
- Z# Members who is/are Teacher(s) at NMA

We ask that you nominate people who you think would be willing to serve and help the school next year. The nominations must be in writing. You can nominate yourself.

Please use the enclosed Nomination Form fill out the names and contact information for the people (including yourself if you wish to serve) you want to nominate to serve on the NMA Board of Directors.

Return the Nomination Form to NMASTAFFNAME in the main office on or before DEADLINE DATE. **ANY NOMINATION FORM RECEIVED AFTER [DEADLINE DATE] WILL NOT BE ACCEPTED.**

The annual meeting and election of board members will be DATE in the PLACE.

Sincerely yours,

NMAELECTIONCHAIRNAME/ or BOARDCHAIRNAME
Chair of the New Millennium Academy Election Committee/ or Board of Directors

Approved: _____
Revised: _____

**NEW MILLENNIUM ACADEMY
BOARD OF DIRECTORS CANDIDATE NOMINATION FORM
Nominations for SCHOOLYEAR School Year**

Your Name: _____ Your Phone: _____

Your Email: _____

Nominate one or more candidates by completing the information on the form below and return to NMASTAFFNAME in the main office on or before DEADLINE DATE. ANY NOMINATION FORM RECEIVED AFTER [DEADLINE DATE] WILL NOT BE ACCEPTED.

Parent Member

I nominate _____ for a position on the board of directors

Phone: _____ Email: _____

Address: _____

Teacher Member

I nominate _____ for a position on the board of directors

Phone: _____ Email: _____

Address: _____

Community Member

I nominate _____ for a position on the board of directors.

Phone: _____ Email: _____

Address: _____

Approved: _____

Revised: _____

NEW MILLENNIUM ACADEMY LETTERHEAD

DATE

Dear SUBMITTORNAME,

Thank you for submitting the name of INELIGIBLECANDIDATENAME as a candidate for the New Millennium Academy School Board of Directors. We appreciate your interest in the school and taking the time to participate in the candidate selection process.

Unfortunately, Minnesota law prohibits people who have family members working for the school, to serve on the Board of Directors for that school. Consequently, Mr./Ms./Mrs./Miss INELIGIBLECANDIDATENAME is not allowed to serve on the Board.

Again, thank you for your interest in the school and participating in the election process. We look forward to seeing you on election day.

Very Truly Yours,

NMAELECTIONCHAIRNAME

Chair of the New Millennium Academy Nominating Committee

Approved: _____
Revised: _____

NEW MILLENNIUM ACADEMY LETTERHEAD

DATE

Dear SUBMITTORNAME,

Thank you for submitting the name of INELIGIBLECANDIDATENAME for nomination to the ballot for the New Millennium Academy School Board of Directors. as a candidate for the New Millennium Academy School Board of Directors. We appreciate your interest in the school and taking the time to participate in the candidate selection process.

Unfortunately, Mr./Ms./Mrs./Miss INELIGIBLECANDIDATENAME is a TEACHER/PARENT at New Millennium Academy, and consequently is not eligible to be a candidate in this election.

New Millennium Academy ByLaws require that the Board be composed of people who are Parents, Teachers and Community members, and sets a certain number of Board members for each category. The Board currently has the prescribed number of TEACHER/PARENT, so in the election this year we are seeking to find candidates who will be TEACHER/PARENT/COMMUNITY members.

Again, thank you for your interest in the school and participating in the election process. We look forward to seeing you on election day.

Sincerely yours,

NMAELECTIONCHAIRNAME
Chair of the New Millennium Academy Nominating Committee

Approved: _____
Revised: _____

NEW MILLENNIUM ACADEMY LETTERHEAD

DATE

Dear CANDIDATENAME,

You have been nominated to be a candidate for the election to the Board of Directors of NMA, as a PARENT/TEACHER/COMMUNITY member on the Board.

If you are interested in serving the school community as a member of the Board and wish to be included on the ballot, please complete and return the enclosed Application to NMASTAFFNAME, on or before DEADLINE DATE. **ANY APPLICATION RECEIVED AFTER [DEADLINE DATE] WILL NOT BE ACCEPTED**

We will contact you to schedule an interview with NMA Election Committee and Board members. At this interview, we will answer your questions regarding your duties as a Board member and inform you of the election process and schedule.

Thank you for your interest in serving NMA and our students. We look forward to talking with you in person.

Very Truly Yours,
NMAELECTIONCHAIRNAME
Chair of the New Millennium Academy Election Committee

Approved: _____
Revised: _____

**APPLICATION FOR CANDIDACY
New Millennium Academy Board of Directors**

**ANY APPLICATION RECEIVED AFTER [DEADLINE DATE] WILL NOT BE
ACCEPTED**

Name	_____
Address	_____
City	_____
Home Phone	_____
Work Phone	_____
Cell phone	_____
Email Address	_____

How do you know about New Millennium Academy?	
Children Enrolled? Grade Graduated	_____
Employed by NMA Position Dates Employed	_____
Interested community member?(describe)	_____
Other (describe)	_____

Why do you want to serve on the NMA Board of Directors?

Approved: _____
Revised: _____

What are your qualifications for being a member of the Board of Directors?
(You may also attach a copy of your resume if you would like.)

I would like to become a member of the Board of Directors of NME. I acknowledge that the information I have provided above is accurate and complete. Please consider me for candidacy.
(Must be signed and dated!)

Date

Signature

**ANY APPLICATION RECEIVED AFTER [DEADLINE DATE] WILL NOT BE
ACCEPTED**

Approved: _____
Revised: _____

**NEW MILLENNIUM ACADEMY
ELECTION COMMITTEE
ELECTORS INFORMATION
for
BOARD OF DIRECTORS ELECTION
on
ELECTION DATE**

TO: Parents and Guardians of NMA Students
NMA Staff
FROM: The Election Committee
SUBJECT: Election for Board of Directors
DATE: DATE

As you may remember, each year the Electors of NMA may vote to decide who will fill the vacant seats on the Board of Directors for the the next school year. That election will be held at the Annual Meeting of the Board of Directors on ELECTIONDATE at ELECTION TIME, in the school AUDITORIUM.

This election is very important to the school, and it is important that parents and staff consider the strategic needs of the school. By selecting thoughtful and committed board members, we in the school community can ensure that NMA continues on a successful path.

The Nomination and Election Process

In response to the letter from the Election Committee requesting nominations for candidates to serve on the Board, we received several nominations. The Election Committee is reviewing the Applications submitted to us by those who are interested in serving, and is interviewing in-person, all applicants.

When the candidate review process is complete, the Election Committee will submit the results to the current Board of Directors, who will then recommend candidates to stand for election.

Once the Board of Directors has recommended candidates the Election Committee will prepare a Voting Guide with the names and information about each candidate, and send that Voting Guide to each Elector.

On election day, each elector will have the opportunity to vote for the candidate(s) which they think will best help the school.

Approved: _____
Revised: _____

The Function of the Board

The Board of Directors legal duty is to set the direction of the school and to map out the strategies that will carry NMA into its successful future. The Board oversees the school administration in its execution of the school’s vision and mission; and that we fulfill the school’s primary purpose to teach our children.

Our charter, as approved by the State of Minnesota, our mission states:

NMA, a parent community partnership, provides a world-class education through a caring and innovative environment that fosters inquiring, knowledgeable and compassionate students who embrace the Hmong culture and celebrate intercultural understanding and respect.

The Board is composed of Parent Members, Community Members and Teacher Members. Individual members Board of Directors must think of themselves as stewards of the school – responsible for the long-term viability of NMA and the evaluation of the current performance of administration, staff and students. Whether a parent, teacher, or community member, directors do not represent particular constituencies, but rather focus on the interests and welfare of the school whole school.

To complete the Board this year, Electors must choose #Parent Members, #Community Members and #Teacher Members.

Needs of the Board

In order to make sure that the board has all the skills needed to chart NMA strategic future, it is important to consider candidates who possess the general qualifications needed to serve on the Board.

- Commitment to NMA educational model
- Ability to plan strategically for the future
- Understanding of public affairs and communications
- Awareness of development, fundraising techniques, and sources of funding.

Additionally, to strengthen the Board’s ability to meet current and future challenges, this year the we are looking for candidates with the following areas of expertise:

- Quality 1
- Quality Q
- Quality !

Thank you for participating in the school election process. We make the school stronger and better working for our children wen we all work together.

The Election Committee

Approved: _____
Revised: _____

New Millenium Academy Board Candidate Evaluation and Recommendation Form

Date _____

Candidate Name _____

Evaluator(s) _____

Summary of Results

Relevant Expertise (out of 5)	_____
Teamwork (out of 5)	_____
Commitment (out of 5)	_____
Philosophical Alignment (out of 5)	_____
Total Score (out of 20)	_____

Overall Impressions

Recommendation

Approved: _____
Revised: _____

RELEVANT EXPERTISE

- Does the candidate have expertise relevant to a board position?
- Will her/his expertise fill a need unmet by current board members?
- Has the candidate had enough experience within his/her field such that s/he can make meaningful contributions?
- Is s/he willing to share her/his expertise as a board member?

Please check only the TWO most relevant areas of expertise:

_____ Strategic planning	_____ Governance
_____ Senior management/leadership	_____ Facilities/Real Estate
_____ Accounting/finance	_____ Education
_____ Fundraising	_____ Politics/Connections
_____ Legal	_____ Marketing/PR
_____ Community Representation/Organizing	

Comments: _____

1	2	3	4	5
Definitely Reject	Probably Reject	Unsure	Probably Invite	Definitely Invite

TEAMWORK

- Will the candidate make a good team member?
- Is s/he open to hearing others' opinions and perspectives?
- Is s/he sensitive to group dynamics?
- Is s/he willing to put organizational needs before her/his interests & needs in making decisions?

Comments: _____

1	2	3	4	5
---	---	---	---	---

Approved: _____
 Revised: _____

Definitely Reject	Probably Reject	Unsure	Probably Invite	Definitely Invite
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Approved: _____
Revised: _____

COMMITMENT

- Is the candidate willing to devote her/his full energy and talent to the board?
- Is her/his understanding of her/his responsibilities as a board member aligned with our expectations?
- Does s/he have the time necessary to be an active board member?
- Even in the face of organizational challenges and difficulties, will the candidate remain committed to the organization?

Comments: _____

1	2	3	4	5
Definitely Reject	Probably Reject	Unsure	Probably Invite	Definitely Invite

PHILOSOPHICAL ALIGNMENT:

- Does the candidate believe in the mission and purpose of both our organization and the charter school movement?
- Will s/he make decisions based on alignment with the organizational mission, rather than based on personal needs and considerations?

Comments: _____

1	2	3	4	5
Definitely Reject	Probably Reject	Unsure	Probably Invite	Definitely Invite

Approved: _____
Revised: _____

NMA Board Nominee Interview Questions

1. Please share with us why you would like to serve on the NMA board and share your experience, qualifications and expertise that qualify you to be an effective board member.
2. What do you hope to get out of being on this Board?
3. Being on the Board will require you to be fully committed by attending board meetings and committee meetings as needed. Please talk about your time availability to serve on the Board.
4. Working on a board requires close teamwork among a group that is likely to bring diverse backgrounds and experiences. Can you describe an experience in which you worked with such a team? What does team work means to you?
5. Describe a situation in which you had a conflict with a team member, employee, or manager. What strategies did you use to resolve the conflict?
6. If an employee brought a concern to you as a board member, how will you handle the situation?
7. Describe your vision of an excellent charter school.
8. What can you bring to the board to help NMA to be an excellence school?

Approved: _____
Revised: _____

Examples of Questions

Skills and Expertise

- What is your past governance experience? Do you believe the board you served on was effective? Why or why not?
- What work do you do right now? How might this work support the mission of this school?
- What ideas if any do you have to leverage your networks and connections that could benefit the school?
- How might you advocate for the school publicly and privately?
- What would you do if the media or some local groups opposed the school?
- Do you have any past issues or conflict of interests that could potentially interfere with your service on the board?
- Describe a project that you raised money for in the past. What were your goals and what was the outcome?
- I can see many things you would bring to this board, but what do you see yourself bringing to it? What unique contribution will you bring?
- What do you hope to get out of being on this board?

Teamwork & Group Participation

- What are the characteristics of effective groups?
- What qualities make some boards more effective than others?
- What do you see as the role of the ideal board member?
- When you are in a professional group, do you often change your mind on an issue about which you feel strongly? Can you think of any examples when this did or didn't happen?
- If your personal views were to come into conflict with a decision of the board of the school, what would you do?
- Describe an experience in which you had leadership responsibilities with a group. What worked? What did you learn about yourself?
- Describe your ideal approach to resolving conflict.
- Describe a situation in which you had a conflict with a team member, employee, or manager. What strategies did you use to resolve the conflict?
- Working on a board requires close teamwork among a group that is likely to bring diverse backgrounds and experiences. Can you describe an experience in which you worked with such a team? If not, how does this opportunity strike you?

Time and Energy

- What projects are you passionately committed to right now?
- What is your current work? How is it going? What do you like and dislike about it?
- Are you willing and able to commit at least ten hours a month to a cause you feel passionately about? Can you think of a recent example where you did just this?
- Do you have any other non-profit commitments that might be a higher priority than your work on the school? If so what are they?
- How many board positions do you currently hold? What conflicts would your service to this Board present?

Philosophical Alignment

- Where do your children go to school? Are you satisfied? Why or why not?
- What is right/wrong with education right now?
- What would you never want to see in this school?
- What is a charter school?
- What do you like and dislike about the charter school idea?
- Do you think that we should hold children from poor urban backgrounds to college preparatory academic standards?
- What do you believe about charter schools? Do you think they are good or bad for public education and the children they serve?
- Do you think public schools should be in the business of teaching character and civic education? Do you think that urban middle school students should be required to wear uniforms and be expected to learn in a highly structured and disciplined environment?
- What is the primary purpose of public schools?
- Describe your vision of an excellent public school?
- Why do you think so many inner city kids are not succeeding academically? What is needed to address these causes?
- Tell me about an experience or achievement from your own schooling that was particularly powerful for you?
- For the school we've discussed, 10 years from now, how would we know if it had been successful? What kind of measurable or appreciable results might we see that would have us know we had succeeded?

Approved: _____
Revised: _____

NEW MILLENNIUM ACADEMY ELECTION COMMITTEE
Report to the Board Of Directors
Presentation of Candidates for Election for SCHOOLYEAR School Year

TO: NMA Board of Directors
FROM: The Election Committee
SUBJECT: Candidates for Election to Board of Directors
DATE: DATE

The Election Committee has requested from the electorate, received and processed candidates to stand for election to the Board for the SCHOOLYEAR school year, according to the directions and of the Board and policies of NMA.

Available for inspection by the Board, are the nominating letters from the electorate; Committee responses to those ineligible nominations; letters to the nominees requesting their commitment to serve; completed Applications submitted by nominees; and the Board Candidate Evaluation Forms for each nominee interviewed.

Following is a summary for each of the candidates who were interviewed.

Candidate

CANDIDATENAME
Candidate for PARENT/TEACHER/COMMUNITY Seat.
OCCUPATION
SKILLS/QUALIFICATIONS
TOTAL SCORE
Committee Recommendation:
RECOMMEND/DON'TRECOMMEND and BRIEF REASON

Candidate

CANDIDATENAME
Candidate for PARENT/TEACHER/COMMUNITY Seat.
OCCUPATION
SKILLS/QUALIFICATIONS
TOTAL SCORE
Committee Recommendation:
RECOMMEND/DON'TRECOMMEND and BRIEF REASON

Approved: _____
Revised: _____

**NEW MILLENNIUM ACADEMY
ELECTION COMMITTEE
ELECTORS GUIDE TO CANDIDATES
for
BOARD OF DIRECTORS ELECTION
on
ELECTION DATE**

TO: Parents and Guardians of NMA Students
NMA Staff
FROM: The Election Committee
SUBJECT: Election for Board of Directors
DATE: DATE

The election to fill the vacant seats on the Board of Directors for the the next school year will be held at the Annual Meeting of the Board of Directors on ELECTIONDATE at ELECTION TIME, in school AUDITORIUM. **YOU MAY VOTE ONLY AT THE ELECTION!!** If you do not vote at that time, you will not be able to participate in choosing the school leadership!

You will find a list of the candidates and information about each at the end of this Guide.

As we have said, this election is very important to the school, and it is important that parents and staff consider the strategic needs of the school. By selecting thoughtful and committed board members, we in the school community can ensure that NMA continues on a successful path.

The Nomination and Election Process

The Election Committee has interviewed and thoroughly evaluated each Applicant for the Board and each Applicant’s qualifications and possible contributions to the school as a potential member of the Board of Directors. In a meeting duly called, the Board has recommended these candidates. It is for the Electors to decide by voting, who will become a member of the Board.

The Election Committee has prepared this Voting Guide with the names and information about each candidate so that you may evaluate who you think will best serve the school’s needs.

The Function of the Board

The Board of Directors legal duty is to set the direction of the school and to map out the strategies that will carry NMA into its successful future. The Board oversees the school administration in its execution of the school’s vision and mission; and that we fulfill the school’s primary purpose to teach our children.

The Board is composed of Parent Members, Community Members and Teacher Members. On election day, each Elector will have the opportunity to vote for the candidate(s) to choose #Parent Members, #Community Members and #Teacher Members to serve as members on the NMA Board of Directors.

Approved: _____
Revised: _____

Needs of the Board

In order to make sure that the board has all the skills needed to chart NMA strategic future, it is important to consider candidates who possess the general qualifications needed to serve on the Board.

- Commitment to NMA educational model
- Ability to plan strategically for the future
- Understanding of public affairs and communications
- Awareness of development, fundraising techniques, and sources of funding.

Additionally, to strengthen the Board's ability to meet current and future challenges, this year the we are looking for candidates with the following areas of expertise:

- Quality 1
- Quality Q
- Quality !

Thank you for participating in the school election process. We make the school stronger and better working for our children wen we all work together.

The Election Committee

Approved: _____
Revised: _____

NEW MILLENNIUM ACADEMY

VOTING GUIDE

**TO THE CANDIDATES
FOR ELECTION
TO THE
BOARD OF DIRECTORS**

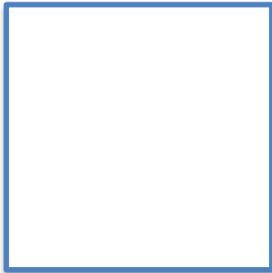
**Election Day
DATE**

Approved: _____
Revised: _____

Information about the Candidates

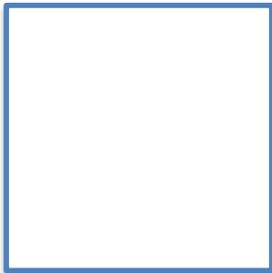
NMA Board of Directors Elections

SCHOOLYEAR School Year



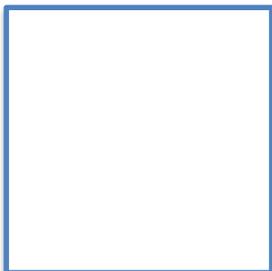
Candidate Name - Parent/Teacher/Community Member
Candidate Occupation

Candidate brief bio.



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Approved: _____
Revised: _____