

Feaster Charter Board Election Process
Charter Petition pages: 16,17,18

The Board shall be comprised of two staff members (one certificated, one classified, both non-management), three parent representatives from the Feaster attendance area, and two local community business or civic leaders that are neither staff members nor family of staff members. These two local community business or civic leader members (*please resolution below for definition of "local community business or civic leader members"*) will be subject to the majority approval of elected Board, and Feaster charter staff.

Criteria for appointment of local business or civic leaders shall reflect expertise in fiscal and contract matters that are relevant to the Boards overall duties and responsibilities. The school's Executive Director shall serve as secretary to the Board, but is not considered a member of the Board, and shall coordinate and prepare for meetings of the Board and Board Elections. The Executive Director, in collaboration with the Board, will appoint a nominating committee. The nominating committee will solicit nominations from parents, charter staff, and the local business or civic community for membership to the board. For local business or civic community members the nominating committee will work in collaboration with the Executive Director to identify and invite candidates with necessary expertise and networks for membership to the board. Once nominations are received the Executive Director will select a fair and impartial election committee to conduct a secret and secured ballot election process. This process shall be approved by a simple majority (51% or more) of the charter staff. In the event that more than two community candidates are received the charter staff will receive a ballot with the names of the local business and civic community candidates and vote. The two candidates with majority votes will be presented to the Feaster Charter Board for their simple majority (51% or more) approval.

The Executive Director will also be responsible to ensure that the Board meets all the terms and conditions of the Brown Act and work with the Board to establish by laws that will guide a direct implementation of effective meetings. As Secretary to the Board, the Executive Director will keep accurate and detailed minutes of each board meeting, and will submit minutes of each meeting for subsequent Board approval. Board meetings will be conducted at least every quarter in the school year (4 times, July through June).

A quorum of five members will be required to discuss or vote on any issue, and benefit and compensation issues can only be discussed or voted on with all five parent/business Board members present. To comply with conflict of interest requirements only parent representatives and community business leaders may vote on benefit and compensation actions. With a Board quorum, all Board actions must reflect a majority decision by the voting members.

Term of Office for the Charter Board:

- All members will serve a two year term and will be eligible to be nominated for a second two year term for a total of four years.
- First runner up nominees of parents, certificated, and classified groups will be appointed to the position of alternates who will serve in the instance of a vacant position.

- Parents will vote for parent members, charter certificated staff for charter certificated members, and charter classified staff for charter classified members.
- Vacancies will be filled first by alternates or if needed by an election process.
- Attendance and Terms of Office will be closely monitored.

Qualifications & Educational Experience of Board Members:

- Certificated/Classified
 - Must be employed by Feaster Charter School
- Parent Member
 - Must submit a statement of qualifications
- Community
 - Must submit a statement of interest form to Feaster Charter School within 10 school days of initial posting and have experience on fiscal matter.

Governing Board Meetings Protocol

The Feaster Charter Board will use the following order in conducting its meetings:

- Reading of the minutes of the previous meeting
- Reports of Standing Committees
- Reports of Select Committees
- Unfinished Business
- New Business

- Chairperson shall preside at all Feaster Charter Board Meetings.

Responsibilities include:

- Call the meeting to order at the appointed time
- Announce the business to come before the Board in its proper order
- Enforce the Board's policies relating to the order of business and the conduct of the meetings
- Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference
- Explain what the effect of a motion would be if it is not clear to every member
- Restrict discussion to the question when a motion is before the Board
- Rule on parliamentary procedure (the Board shall be governed by Robert's Rules of Order)
- Put motions to a vote, and state clearly the results of the vote
- Consult with the school's Executive Director or designee on the preparation of the Board's agenda
- Appoint and disband all committees, subject to Board approval
- Call such meetings of the Board, as he/she may deem necessary outside of the regular meeting
- Confer with the school principal or designee on crucial matters which may occur between Board meetings

- Be responsible for the orderly conduct of all Board meetings
- Share relevant information with other Board members and present a 18 monthly report sharing progress on Board business, projects and any other relevant school business

- Vice-Chairperson

- Maintain board records and documents
- Log all motions and maintain binder in front office
- Maintain binder of all meetings of current and prior year meetings
- Develop/maintain School policies
- Support Chairperson in any matter deemed necessary
- Perform all duties of chairperson when chair is absent
- Submit monthly report detailing progress of any committees he/she leads as well as any progress related to any school issues/business

- Teacher/Classified Representative

- Chair meetings of the Teachers/Classified Committee on a routine basis as established by the committee.
- Consult with the Feaster Charter Board on Teacher/Classified initiatives and issues
- Submit a monthly report related to any teacher/classified related issue including field trip, trainings and any other matter

- Parent Representative

- Conduct regular meetings with the Parent Teacher Organization on a routine basis
- Inform parents and community members with regard to the school's instructional focus and student achievement incentives
- Provide fun opportunities for parent/student/staff interaction to facilitate a sense of family and community within Feaster Charter

RESOLUTION OF THE FEASTER CHARTER BOARD WITH REGARD TO QUALIFICATION FOR LOCAL COMMUNITY BOARD MEMBERS

WHEREAS, the Feaster Charter Board (“Board”) is the governing body of Feaster Charter School;

WHEREAS, the Charter Petition states that the Board shall include two members who are “local community business or civic leaders that are neither staff members nor family of staff members”;

WHEREAS, the Charter Petition does not define “local” for this or any purpose; and

WHEREAS, for purposes of clarity going forward with current and future Board Member elections, the Board desires to define the interpretation of “local” for the qualification of such Board Members.

THEREFORE, THE BOARD HEREBY FINDS, RESOLVES, AND STATES AS FOLLOWS:

1. The term “local” with regard to community and businesses in “ELEMENT FOUR, Section 2—Governance” of the Charter Petition, shall mean within the geographic boundaries of San Diego County.

2. For clarity, a candidate who resides within San Diego County, or is affiliated with a business located within San Diego County, meets the “local” qualification in the Charter Petition.