

NOVATO CHARTER SCHOOL

Board Election Policy

Process for the Election of New Members to the School Board

1. Persons interested in becoming members are encouraged to attend Board meetings prior to completing an application.
2. Interested persons should also obtain and familiarize themselves with the by-laws, the Mission and Vision Statements and the Board Member Job Description.
3. [Click here](#) for an application and return the completed application along with a 50-word statement and a one-page response (described below) to the office no later than **the 3rd Friday in April**
 - ◆ Prepare a short, 50-word statement for publication in *The Weekly Thread*. This statement should address qualifications for the job and provide a brief description of the candidate's vision for the school.
 - ◆ A longer (maximum one typed page) response should be prepared specifically answering the questions listed on the application. This response will be posted on the Bulletin Board and will be available as a handout in the office.
4. At the April Board meeting, the current Board will read applications and confirm minimum requirements are met for candidates to run for the Board. Candidates may be asked to make a 5-minute presentation at a Board meeting.
5. Campaign statements will be published in *The Weekly Thread* for a minimum of two weeks.
6. The Novato Charter School has adopted a set of rules for the campaign process and all candidates are expected to comply with the following:
 - a. No posters or signs will be allowed, other than those specifically noted above. The written statements, published in the Thread and posted on the designated Bulletin Board, serve as candidates' opportunity to communicate qualifications and position(s) regarding relevant issues.
 - b. Candidates (or their representatives) will not be allowed to transmit via mail, email, or any other method, information to parents or telephone parents for the specific purpose of soliciting votes. This is not intended to limit voting guardians reaching out to candidates for the purpose of asking questions of the candidates.
 - c. There will be no attacks on other candidates or past or present Board members.
 - d. Children should not be involved in campaigning. Certainly, children with parents running for election will be aware and involved to some extent; however, this should be kept out of the classroom and off of school grounds.
7. One vote per parent or guardian is allowed.
8. Elections will be held electronically over a 3-day period. If needed, a paper ballot may be obtained from the front office, when open, during the election period by any qualified parent or guardian and submitted anonymously in the provided ballot box.