

**Welcome** to the Board election fact sheet. It describes the RHPCS election process and includes some frequently asked questions (FAQS) below. We hope that it is instructive and encourages you to participate as a voter or candidate.

### **Announcement of Board Elections .... Today**

- This letter is being sent home with students, e-mailed and posted on the school website to notify stakeholders of the upcoming election. There are four (4) available parent positions and one (1) community position up for election.

### **Receive Board Applications... by Friday Feb 10<sup>th</sup>, 3:00pm**

- Board applications are available on the school website or are available at the school office. Completed applications can be emailed or hand delivered to the school secretary by the deadline. If emailed, applicants will receive email confirmation that the application was received. A short bio may be submitted with candidate application. If submitted, the bio will be posted on the school website in addition to application.

### **Vetting of Board Applications... completed by Tuesday, Feb 14<sup>th</sup>**

- Applications to be vetted by board clerk/legal counsel

### **Approved Applicant Information Posted... Wednesday, Feb 15<sup>th</sup>**

- Applicant information will be available on the website
- Hardcopies will be available at the front desk
- Email sent to stakeholders that applicant information has been posted

### **Meet-and-Greet/ Candidate Q&A presentation... Thursday, Feb 16<sup>th</sup> from 5:30pm-7:00pm**

- 5:30 – 6:00 Meet and greet
- 6:00 – 6:30 Panel discussion
- 6:30 – 7:00 Meet and greet

### **VOTE!... Wednesday, Feb 22<sup>nd</sup> from 8am – 3pm, or Thursday, Feb 23<sup>rd</sup> from 7am-7:30pm**

- Drop off ballots at the school during the hours specified above

### **Counting the Ballots... Thursday, Feb 23<sup>rd</sup>**

- Counting will take place at the school at the 7:30 Board Meeting
- Board Clerk & Administration will count ballots – all are welcome to attend

### **Announce New Board Members... Thursday, Feb 23<sup>rd</sup>**

- New Board members will be posted on the website and stakeholders will be notified by email

### **Swear in New Board Members... @ the March 8<sup>th</sup> board meeting!**

## **FAQs**

**Who can vote?** Only stakeholders are allowed to vote. You are a stakeholder if you are a parent or legal guardian of a student, staff, teacher or PFA member. Only one vote per stakeholder is allowed.

**How long are the Board of Director terms?** Two years

**Is my ballot private?** Yes, it will be deposited in a two-key balloting box.

**Do I have to be there in person?** That is ideal. If not possible, you may send your ballot with your spouse or the other legal guardian from the same household. Please don't send with your student!

**I thought the candidate application deadline was past. Why is it re-opened?** A closer reading of our by-laws indicated the need for one more seat to be voted on. The school board thought it only fair to let stakeholders have this information and additional time to apply.

**I am an applicant. What other things do I need to do?** You may submit a short bio (try and keep to one page), which will be posted on the website along with your application information (personal data will be omitted). This is optional. There may be other opportunities to share your ideas with stakeholders.

**I am unclear about some other election procedure what should I do?** Contact the School Board Clerk at [nikicrow@msn.com](mailto:nikicrow@msn.com) for clarification. If it is a serious oversight, the school will send out an e-mail to inform all stakeholders.