



Inspiring Success in the Minds and Hearts of Gifted Children since 1994

## **Election Committee Charter**

The Stargate Election Committee is hereby chartered by the Board of Directors as an Ad Hoc committee to design and implement the election as specified in Exhibit 1 of this charter.

### **Membership**

The Committee is expected to consist of at-will volunteers from the parent population or the community at-large. The Committee Chairperson shall be appointed each year by the Board.

### **Term**

A Parent Member volunteer or a Staff Member volunteer is eligible to continue as a Committee member so long as they continue to qualify as a Parent Member or Staff Member as defined in the Bylaws. All Parent Member volunteers ultimately serve at the discretion of the Board. There is no time limit for serving on this committee.

### **Meetings and Procedures**

The Chairperson (or their designee) shall preside at each meeting of the Committee and set the agendas for Committee meetings. The Committee shall have the authority to establish its own rules and procedures for notice and conduct of its meetings so long as they are not inconsistent with any provisions of the School's bylaws and/or Board policy.

### **Responsibilities**

- Develop policies and procedures for the election process.
- Develop a method for the execution of the election.
- Enforce and adhere to the election timeline.
- Inform the Stargate Community (parents / guardians, teachers, staff) of the election process and the candidates via measures deemed appropriate.
- Work with the Recruiting Committee and other resources in providing information concerning the election and information on the candidates.
- Conduct the election by agreed upon method.
- Tally the votes and report the results of the election to the Board of Directors and the Stargate Community.

### **Confidential Information**

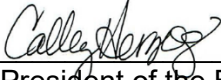
The Committee will have access to confidential or non-public information of the School. Committee Members shall comply with the Confidential information provisions included in the School's Bylaws.

### **Completion/Dissolution**

The Committee's charter shall be reviewed annually by the Board.

Submitted for approval by: /s/ BiBi Paul  
Chairperson

03/18/2019  
Date

Approved by:   
President of the Board of Directors

4/6/19  
Date



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**Exhibit 1**

**SCOPE OF ELECTION**

The scope of this election is to:

- Elect members to fill vacant positions of the Board of Directors, 2 seats for 3 years and 1 seat for 1 year.

**TIMEFRAME OF ELECTION**

The election shall follow the following schedule:

<b>Nomination Open</b>	April 1, 2019 @ 8am MT
<b>Nomination Close</b>	April 15, 2019 @ 5pm MT
<b>Election Starts</b>	May 1, 2019 @ 12am MT
<b>Election Ends</b>	May 13, 2019 @ 4pm MT

**COMMITTEE MEMBERS**

BiBi Paul, Chair  
Rick Robinson  
Lisa Griffin  
Brad Pippert  
Brad Schoenfeld, Board Liaison