

GreenWood Charter School

Policy Number: 003

Policy Section: 000 – School Board

POLICY TITLE: Board of Trustees Attendance, Election, Vacancies and Removal Policy

Revision History

Effective Date	Action Date	Revised
October 16, 2014	New Policy	New Policy
	September 16, 2015	Renumbered policy 002 to 003 and removal of Oct retreat verbiage

Board Policy Sections:

- School Board 000 series
- Administration 100 series
- Instruction 200 series
- Student Services 300 series
- Staff policies 400 series
- Business and Operations policies 500 series
- Community 600 series

Board of Trustees Attendance, Election, Vacancies and Removal Policy
Effective Date: 16 October 2014
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Attendance:

All Board of Trustees should regularly attend board and committee meetings. Prepare for these meetings by reviewing materials and bringing the materials to meetings. If unable to attend, notify the board or committee chair.

Regular meetings of the Board of Trustees shall be held at least 10 times each year. Notice for such meetings shall be given at least one week in advance. An annual meeting and Board Retreat shall be held each year in June.

Members of the Board of Trustees or any other crew thereof may participate in a meeting of the board or crew by means of conference telephone or similar communications equipment. Such participation shall constitute presence in person at the meeting.

Special meetings of the Board of Trustees may be called by or at the request of the Chair or any two Trustees. The person or persons authorized to call special meetings of the Board of Trustees will provide proper notice and may fix any place, date and time for holding any special meeting of the board called by them; which special meeting will follow normal open meeting requirements as outlined by the State of Utah.

Board of Trustee Election:

The intent of the Board is to recruit trustees that will best meet the needs of Greenwood's mission by keeping a balance of community, parent, business, etc backgrounds and skillsets. Trustees shall be elected or reelected by a majority of the existing Board of Trustees at each June at the Annual meeting. Board terms of two years shall end on June 30th of the respective term.

The first five years of operation the Founding Board members (those who joined the Board in the first year of the development of the school) can remain on the Board in order to maintain the original vision of Greenwood. After the school has been in operation for 5 years, Founding Board members fall under the same rotation as Non-Founding Board members.

New Board members shall not serve on the board for more than 2 consecutive two-year terms. After which, they may be re-elected to the Board only after at least a one year sabbatical. At least 2 of the Voting Board members must be a parent or guardian of a child currently attending the school. These 2 voting Board members must come from 2 different families.

Board of Trustee Vacancies:

Any Trustee may resign at any time by giving written notice, either paper or electronic, to the Board Chair of Greenwood. Such resignation shall take effect at the time specified therein, and unless otherwise specified, the acceptance of such resignation shall not be necessary to make it effective. In order to ensure a consistent board, it is preferred that a month notice be given before making the resignation effective along with a board replacement recommendation.

Board of Trustee Removal:

Any Trustee who has 2 or more unexcused absences at board meetings and /or does NOT complete assignments regularly to the satisfaction of the Board, having been give due notice, shall be subject to removal if the remaining Board so deems by a majority vote. Regardless of the foregoing, any Trustee may be removed by a majority vote of the Board of Trustees whenever in its judgment the best interests of the school will be served thereby, but such removal shall be without prejudice if any, of the person so removed.

Board Advisor Election:

Advisory Board members shall be elected or reelected by a majority of the existing Board of Trustees at each June annual meeting or otherwise determined by the Board.

Advisory Board members shall serve an indefinite term and shall make an effort to attend as many board meetings as they are able and on assigned crews for the duration of that work.

Board Advisor Removal:

Advisory Board members may be removed at any time by a majority of Voting Board Members.