

Charter Trust Land Council

Election Procedures

Adopted by the governing board on: 11-19-2024

Bear River Charter School has established a Charter Trust Land Council in accordance with state law and administrative rule.

1. Charter Trust Land Council (the "Council") Composition Requirements. The number of Council members who are parents or grandparents of students enrolled at the school shall exceed all other members combined by at least two. Parents or grandparents must have a student actively enrolled at the charter school to be eligible to run or serve on the council.
 - a. If the School's governing board meets the size and composition requirements above, the governing board may serve as the Council.
 - b. b. If the governing board does not serve as the Council, the Council shall consist of the specific number of parents/grandparents. In addition, membership will also include the School's Director on the Council.
2. Council Size. The Council shall consist of 4 members. Specifically, there shall be [3] parents/grandparents, [the director who is not an ex officio voting member, 0 staff members], 0 other members.
3. Election Procedures for Parents/Grandparents. On or before *September 1st* each year, the Director will notify parents/guardians about Council membership opportunities and the necessary steps to become a member. Notification will be posted on the school website.
 - a. If the number of interested individuals exceeds the number of open positions, an election will take place. If an election is required, the school will notify families of the election process at least ten (10) days before voting commences.
 - i. Only parents of students currently attending the school are eligible to vote.

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- ii. Each parent will be given one (1) vote regardless of the number of family members that attend the school.
 - iii. Voting by secret ballot will be done electronically through a google forms platform] and instructions for voting (including when voting opens/closes, submission information as well as the candidate list will be included in the election notice described in paragraph 3(a) above.
 - iv. Absentee voting is not allowed.
 - v. If two or more candidates receive the same number of votes, [].
 - vi. The school's Director will oversee the election to ensure compliance with these election procedures.
- b. If the number of interested individuals is less than or equal to the number of open positions, an election is not required. Appointments by the governing school board will be made to fill any open seats.
4. Parent/Grandparent Terms. Terms shall be for a period of 2 years, and members are eligible for re-election.
 5. Officers. Once established, the Council members shall elect from its membership a parent or grandparent of a student enrolled at the school to serve as Chair. The director/principal may not hold an officer position.
 6. Members Resignation. If a member resigns, prior to term completion, a parent or grandparent on the governing board may be selected to fill the remainder of the term. If there is not a parent or grandparent on the governing board, a new election will be held for the position.
 7. Quorum. A quorum consists of a majority of the current members of the Council.
 8. Meetings. The Chair shall schedule, provide notice, and convene the meetings of the Council consistent with the School Community Council Open and Public Meeting Act, 53G-7-1203.

9. Council Responsibilities. In accordance with state board rule regarding charter trust land council expenditures and funding limits, a Council shall:
- a. Prepare a plan for the use of School LAND Trust Program money.
 - b. Work with students, families, and educators and hold at least an annual discussion with charter school administrators to develop and incorporate safety principles at the school level.
 - c. Provide input to the school's principal on a positive behaviors plan.