

CMA Board of Directors Policy

Filling Vacancies on the Board of Directors

Approved: April 9, 2018

1. This policy supplements guidance provided in the CMA Bylaws regarding the Board of Directors. In case of conflict, the CMA Bylaws take precedence.
2. Per the CMA Bylaws:
 - a. Of the nine directors, two positions are reserved for current CMA parents, elected by a simple majority of votes cast by current CMA parents.
 - b. Directors must be a natural person 18 years of age or older.
 - c. A vacancy of a parent elected Board-member will be filled by election within 6 months of the vacancy occurring.
 - d. The first election of a parent member will occur at the end of the first academic year. The second election will occur one year later. Subsequent elections will occur prior to the end of the parent's 2 year term.
 - e. If there are more than 2 candidates, the one receiving a simple majority of the votes cast is the winner. A candidate is not required to receive more than 50% of the votes cast.
3. **PARENT/GUARDIAN ELECTED BOARD MEMBER:** Each year CMA families will vote to fill the Parent/Guardian Elected Director position whose term expires in August of that year and any additional vacancies of parent/guardian elected director positions not yet filled. The election will be held in the spring of each year. The newly-elected members will be seated with the current CMA Board as non-voting members in May, followed by training during the months of June and July, and will be officially seated as voting members immediately after signing the Board Agreement during the August Board meeting. CMA may obtain an independent third party to monitor the election process. If required by the CMA Bylaws, the election may happen sooner than the spring. In such case, the newly elected Director will be seated at the next meeting as a non-voting member, and will be seated as a voting member as soon as training is completed.
4. **BOARD ELECTION PROCESS FOR ELECTED BOARD DIRECTORS:** In addition to the requirements established in the CMA Bylaws, an elected Director may not have an immediate family member employed by CMA. Immediate family members are defined as follows: spouse, partner in a civil union, son, daughter, child, step-child, mother, mother-in-law, daughter-in-law, stepmother, father, father-in-law, son-in-law, step-father, grandchild, grandparent, guardian, brother, step-brother, half-brother, sister, step-sister, and half-sister. Additionally, candidates must have a nomination petition signed by at least 20 CMA members as a show of support and commitment. (Each family with at least one student at CMA is considered a member; one vote per family.) A parent or legal guardian may sign on behalf of the family, and there can only be one signature per family per candidate.
5. **BOARD APPOINTMENTS:** Vacancies to appointed positions will be filled in accordance with the CMA Bylaws. The newly-appointed Board member will be seated with the current CMA Board as a non-voting member immediately following a favorable vote. The Board member will be officially seated immediately after signing the Board Agreement during the August Board meeting.

Petition for Election to the CMA Board of Directors

I, _____, am a parent or guardian of a CMA student. I meet all the qualifications in CMA Bylaws and policy for elected Directors.

Signature of Candidate

I am a parent or guardian of a CMA student, and I support the candidacy of _____ for the Board of Directors. (Two members of the same family may not sign the same petition.)

- 1. Printed Name: _____ Signature: _____
- 2. Printed Name: _____ Signature: _____
- 3. Printed Name: _____ Signature: _____
- 4. Printed Name: _____ Signature: _____
- 5. Printed Name: _____ Signature: _____
- 6. Printed Name: _____ Signature: _____
- 7. Printed Name: _____ Signature: _____
- 8. Printed Name: _____ Signature: _____
- 9. Printed Name: _____ Signature: _____
- 0. Printed Name: _____ Signature: _____
- 11. Printed Name: _____ Signature: _____
- 12. Printed Name: _____ Signature: _____
- 13. Printed Name: _____ Signature: _____
- 14. Printed Name: _____ Signature: _____
- 15. Printed Name: _____ Signature: _____
- 16. Printed Name: _____ Signature: _____
- 17. Printed Name: _____ Signature: _____
- 18. Printed Name: _____ Signature: _____
- 19. Printed Name: _____ Signature: _____
- 20. Printed Name: _____ Signature: _____