



**Washington Montessori
Public Charter School**
2330 Old Bath Hwy.
Washington, NC 27889
Phone: (252) 946-1977 Fax: (252) 946-5938
www.wmpcs.org

Dear WMPCS Community,

The Community Elected Board Committee is currently accepting applications for the community-elected Board of Trustees position. Applications are available online at <http://www.wmpcs.org/home/communityseat/> and at the WMPCS front office.

Serving on the Board of Trustees (BoT) will allow a member of our community to pro-actively work for the overall best interests of our school and to assume significant responsibility and commitment to our mission statement and vision.

The voting constituent of the BoT is comprised of seven members. Five members are selected by a BoT committee and two members are elected by the WMPCS community. Members serve four year terms and are eligible to serve a second consecutive term. WMPCS is one of two charter schools in North Carolina that allows for a community elected position on the Board. It is a process that gives our parent community unique input into the governance of our school.

To be considered for the community-elected BoT position, nominees must submit an application, resume, cover letter and bio, no later than April 9 at 5:00 pm. Completed applications may be emailed to gay.holton@wmpcs.org or delivered to the front desk at WMPCS % Community Elected Board Committee or mailed to:

WMPCS
% Community Elected Board Committee
2330 Old Bath Hwy
Washington, NC 27889

Applications received after this time will not be considered.

Eligibility: Employees as well as their immediate family members will not be considered for BoT membership. No employees of for-profit companies that provide substantial services to the school for a fee will be considered. A complete Conflict of Interest Statement will be made available to all applicants.

Duties: In brief, duties required of trustees include:

- Commitment to a 4 year term (trustees may choose to apply for a second 4 year term at the conclusion of the first term and the BoT makes the final determination)
- Attend all Board Meetings, typically occurring on the third Thursday of every month, with the exception of July and December
- Engage in twelve hours of training related to Board responsibilities annually
- Serve on at least one Board committee
- Sign Confidentiality Agreement, Conflict of Interest Statement and Agreement to operate within the approved Code of Ethics
- Additional duties/responsibilities as determined by the BoT critical to meet the governance needs of the WMPCS community

Candidates will be invited to speak at the Community Meeting on Thursday, April 26, 2018.

The Committee looks forward to working with the potential candidates and guiding the WMPCS community through the election process.

Questions or requests for further information may be sent to Susan Keusenkothen susanlstark@hotmail.com.

Sincerely,
Theresa DeLeon
Kylie Dotson-Blake
Susan Keusenkothen



Washington Montessori Public Charter School, Inc. NOMINATION FORM FOR BOARD OF TRUSTEES COMMUNITY ELECTED SEAT

Washington Montessori has an open process to solicit nominations for our Community Elected Board of Trustees seat. If you or someone you know may be interested in serving on the Board, please complete this form and email it to Gay Holton (gay.holton@wmpcs.org) or drop off at the front office and it will be forwarded to the Community Elected Board Seat Committee. If you are the candidate, please also attach a cover letter and resume for consideration.

Name of Nominee: _____

Address: _____
Street City/State Zip Code

Telephone: _____
Home Cell Business

Present Employment/Responsibilities:

This individual would bring the following talent and expertise to the Washington Montessori, Inc. Board of Trustees:

Recommended by (if applicable):

Address: _____
Street City/State Zip Code

Telephone: _____
Home Cell Business

Please attach a personal bio to be used publicly during the election process. The statement should be no longer than 1 page and will be included during the ballot process. In the past applicants have included why they would like to serve, what their expertise is, their educational credentials and how long they have been associated with the school.

Please note:

Washington Montessori Board of Trustees community elected term is for four years and can be renewed once. The Washington Montessori, Inc. Board meets at least 6 times per year on the school campus. Board of Trustees applicants will have an orientation and tour of the school. Washington Montessori, Inc. Board of Trustees helps set policy and goals which affect the children we serve. As part of the new board member application process, the Board will perform criminal background checks, both federal and state, by fingerprinting.

Upon submission of application, a member of the Board of Trustees Community Elected Board Seat Committee will contact the applicant to insure each applicant has an opportunity to have a clear understanding of the requirements and responsibilities of being a member of the Board of Trustees.

Applicant Signature: _____ Date: _____