



Charter Trust Land Council
Election Procedures

Adopted by the governing board on: 09/26/24

Elevated Charter School (the “School”) has established a Charter Trust Land Council in accordance with state law and administrative rule (Reference 53G-7-1206 and R277-477)

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. Since the School’s governing board is a professional board with the majority of members not being parents within the school, they will not serve as the Council.
 - b. The Council shall consist of 3 parents/grandparents of students currently enrolled in the school. In addition, membership may also include the Executive Director.
2. Council Size. The Council shall consist of 3 members. Specifically, there shall be 2 parents/guardians, and the Executive Director who is an ex-officio, non-voting member.
3. Election Procedures for Parents/Grandparents. Parents will be notified about Council membership opportunities and the necessary steps to become a member, by September 1st. Notification will be posted on the school's 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.
 - 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 Form 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, the Board Chair will make the final decision.
 - vi. The school's Executive 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 Board Chair will be made to fill any open seats.
- 4. Parent/Grandparent Terms. Terms shall be for a period of one (2) years, and members are eligible for re-election.
 - 5. Appointment Procedures for Staff Members and Other Members. As needed, the Board Chair can appoint Council members from staff and/or community members.
 - 6. Staff and Other Members Terms. Terms shall be for a period of one (1) years, and members are eligible for re-appointment.
 - 7. 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 Executive Director may not hold an officer position.
 - 8. Members Resignation. As needed, by member resignation, the Board Chair can appoint a replacement until the next election.
 - 9. Quorum. A quorum consists of a majority of the current members of the Council.
 - 10. 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.
 - 11. 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.