



Application for Board of Directors 2020-2021

Board of Directors of Palmetto Scholars Academy, Inc.

Palmetto Scholars Academy, Inc. (PSA) is managed in accordance with the requirements of the South Carolina Charter School Act and our organizational bylaws.

Five members of the board members are elected by parents or guardians of students enrolled in the school and employees of the school. Four members of the board are appointed by a nominating committee. In accordance with SC charter school law 59-40-50 (B)(9), each governing board member must be elected into office every two years. Five of the members of the board shall be individuals who have a background in K-12 education or in business. All members must be residents of the State of South Carolina and may not have been convicted of a felony.

The term of office of members of the Board may be two (2) years, commencing at the first board meeting after elections. Members of the Board serve a maximum of two (2) consecutive full terms on the Board.

When a vacancy occurs on the Board, the Chair of the Board takes action to install a new Member. For a vacancy created by an appointed member, the Chair appoints a new member upon securing 2/3 Board approval. If a vacancy is created by an elected member, the Chair will call for an election to be held within forty-five (45) days.

Board Member Expectations

The expectations for a Palmetto Scholars Academy board member are to attend at least seventy-five percent (75%) of all Board meetings, of which there are approximately 1 per month, and seventy-five percent (75%) of meetings of the committee or committees of which a member, also typically 1 per month. Failure to attend meetings as outlined herein may be cause for removal of a member of the Board.

New board members are required to complete onboarding with the Public Charter School Alliance of SC. In order to best serve the PSA community, board members are highly encouraged to familiarize themselves with the culture and the mission of the school by participating in extracurricular activities and school events when able.

Board Member Responsibilities

The board consists of nine members whose duties are outlined in Section 4.2 of the bylaws: The Board's responsibilities include, but are not limited to, the following:

- a) sign the Charter School Contract;
- b) ensure compliance with all of the requirements for a charter school as provided by H3241, SC Law;

- c) make every effort to maintain a positive working relationship with the SC Public Charter School District;
- d) comply with all Federal and South Carolina laws;
- e) develop strategic plans for the School;
- f) adopt and approve the annual budget of the School;
- g) oversee and assure the financial health of the School and assist in fundraising activities for the School;
- h) validate all major contracts with the School by giving and recording formal approval;
- i) employ and contract with teachers, administrators, and non-teaching employees;
- j) evaluate the Principal/Director of the school at least annually;
- k) ensure that all personnel have undergone background checks and fingerprinting prior to hiring;
- l) contract for all other services for the School;
- m) develop pay scales, performance criteria; and discharge policies for the Charter School employees;
- n) approve operating procedures for the School;
- o) ensure, in conjunction with the administration, that the curriculum fulfills the mission statement of the School;
- p) hear appeals for teacher dismissals and student expulsions;
- q) build and maintain a parent, educator, and community partnership;
- r) ensure that the School will adhere to the same health, safety, civil rights, and disability rights as required by the Sponsoring School District;
- s) develop and adopt policies and procedures of the school; and
- t) perform any and all necessary legal acts to accomplish the purpose/mission of the school.

The faculty of the School, under the direction of the Principal and Curriculum Consultant, shall be responsible for the development and implementation of the School's curriculum and teaching methods, consistent with the mission of the School.

All members of the Board will annually sign and adhere to the Code of Ethics and Conflict of Interest policies approved by the Board and shall be subject to the ethics and accountability requirements for public members.

Application Process

Applications for the Board of Directors are available in the school's main office and online. Employees of the charter school may not serve on the board.

Parents or guardians of a student shall have one vote for each student enrolled in the charter school (Section 59-40-50 of the Charter School Act of 1996). Employees will be given one vote. The deadline for voting will clearly be stated on the ballot form. At the first board meeting of newly elected directors, the Board of Directors will elect officers.

Time Line and Important Dates:

- 4/3/20 Deadline to Submit Nomination Applications
- 4/27/20 to 5/1/20 Election open online or via paper ballots to parents, guardians, and employees
- 5/1/20 Election closes at 5 pm
- 5/9/20 Annual Meeting of Board and Election of Officers elections

Palmetto Scholars Academy, Inc. Nominating Application for Board of Directors

Thank you for your interest in serving Palmetto Scholars Academy, Inc. After reviewing the attached board responsibilities, if you are interested in being considered for nomination to the Board of Directors, please complete this form in full. This will allow those voting to effectively and fairly evaluate all candidates for the board openings. It will be posted on the school's website by 4/23/2020 for all those voting to view.

Deadline to Submit Nomination Application: 4/3/20

Date:	
Name:	Phone:
Mailing Address:	E-mail:
Current Employer:	Your title:
Type of business or organization:	
Are you a parent of a current student?	
Please list boards and committees that you currently serve on, or have served on in the past.	
Organization:	Role/Title and Dates of Service:

Skills, experience and interests you will bring to the Board:

Filing as (please check one or more as appropriate):

Parent/Family Member ____ Community/Business ____ Education ____

Please list information about yourself. In addition, please describe why you want to be a Board Member for the Charter School. You may attach additional pages, including your resume.

Name: _____

Professional Background:

Please check those that apply:

I have read and understand the board responsibilities.

I am able to attend the meetings of the Board and associated committees.

I will be able to attend the annual mandatory board training session.

In accordance with state law, I have not been convicted of a felony and I am eligible to serve on the board. I understand a background check is to be submitted with application. That can quickly be done at https://truehire.secure-screening.net/escreening/OApp_LoginEntrance.asp?mode=direct&code=007135.

Signature

Date