



December 5, 2011

To: DaVinci Academy Teachers, Staff and Families
From: The Board of Directors
Subject: Call for Nominations for the DaVinci Academy Board of Directors

The DaVinci Academy Board of Directors election process is about to begin. The terms of David Cauley and Alissa Savering, our two teacher board members, and Dale Lieb, one of our community members, are expiring in February 2012. We are seeking two DaVinci Academy teachers and one community member to fill these positions. The board asks that you consider and recommend teachers and community members with the competence and vision to provide skilled governance for our school. **Nominations are due on or before Friday, January 6, 2012.**

One of the teacher positions will have a two year term while the other is for three years. The board decided it best to stagger the expiration of our teacher members at this time so their terms do not expire together in the future. Once the two year term expires, that position will return to a three year term. The community member position has a three year term.

Below is a description of the nomination and election process. In addition to informing you about the upcoming sequence of events related to the election, we have also articulated the needs of the board. Our goal, and yours, is to ensure that individual members of the board bring the necessary skills and commitment to continue the work already started to fulfill the mission, vision, and goals of our school.

CURRENT BOARD STRUCTURE

Our board of directors shall consist of at least five but no more than nine members. Per DaVinci Academy's current bylaws, the board will be comprised of at least two Minnesota licensed teachers employed at the school, at least three parent/legal guardians of children enrolled at the school, and at least two community members who are neither employed at the school nor have children enrolled at the school. The remaining two members can be from any one of the three categories.

The current board is made up of eight members. Each member was invited or elected to join the board because of a particular set of skills that they could contribute to the work of governing DaVinci Academy. As a result, board membership includes a wide variety of professional backgrounds and competencies.

Call for Nominations for the DaVinci Academy Board of Directors

December 5, 2011

Page 2

Our current board members include:

- Terri Sheehan, Board President, parent
- David Cauley, Board Vice President, teacher
- Doug Hiatt, Treasurer, parent
- Doug Dinndorf, Director, community member
- Dale Lieb, Director, community member
- Ravi Raghavapudi, Director, parent
- Alissa Savering, Director, teacher
- Shelly Hildrum, Director, parent

CURRENT BOARD NEEDS

Serving on the Board of Directors is an important role, one with high accountability to the stakeholders, Friends of Education – our Authorizer, and the Minnesota Department of Education. The time commitment varies but can be large. This commitment is a very serious one, and critical to the success of our school and the development and education of our children. As explained above, we are currently looking for two DaVinci Academy teachers and one community member to fill the expiring terms.

BOARD DIRECTOR SELECTION PROCESS

We are asking you, as members of the DaVinci Academy community with a strong vested interest in our school, to nominate potential board members. Please use the attached “Call for Nominations” form to submit your nominee(s). Once we receive nominations, the election process will follow this sequence:

- All nominees will receive an information packet containing detailed descriptions of the requirements of board service. It will also contain a Candidate Questionnaire for each nominee to complete. Nominees must submit this completed questionnaire in order to become an official candidate for election.
- With the information from each candidate, the board will compile a Voting Guide for all parents/legal guardians and staff. This guide will list the candidates, their qualifications, and their views – all taken from the questionnaire they have provided. You will receive the Voting Guide on Friday, January 20, 2012.
- You will be invited to a Candidate Forum that will take place at the school on Monday, January 30, 2012. This forum will provide an opportunity to meet and question all of the candidates who are running for election. All candidates must take part in the forum to be eligible for the election.
- Voting will begin on Friday, February 3, 2012 and end at 5:00 p.m. on Friday, February 10, 2012.
- Election results will be announced at the school’s Annual Meeting, which will take place on Monday, February 13, 2012, at 6:00 p.m.

We look forward to hearing from you!