

**Green Isle Community School
Independent Charter School District #4144
Board of Directors
By-Laws**

ARTICLE I - Name

The name of this organization is the Green Isle Community School Board of Directors. For convenience, it is referred to in these by-laws as the Board of Directors.

ARTICLE II - Mission Statement

The mission of the Board of Directors is to ensure the quality of the educational program and the viability of the school through shared decision-making.

ARTICLE III - Purpose

The Board of Directors' purpose is to focus on all dimensions of the school's operation, including, but not limited to:

1. School philosophy, goals and objectives
2. School policy
3. Budget
4. Curriculum and instructional direction
5. Staffing
6. Long range planning
7. Communication (home, community, sponsor)
8. School enrollment and organization
9. Facilities

ARTICLE IV - Membership

A. The Board of Directors consists of the following non-related voting members:

1. At least one Teacher Representative*
2. At least one Parent Representative*
3. At least one At-large Community Representative*
4. 5-9 Voting Members Total

**According to 2009 Minnesota Statute 124D.10*

B. The members serve a three-year renewable term.

C. Termination of membership shall be considered if the Board of Directors member is absent from (3) three consecutive meetings. The Board of Directors shall determine by a simple majority vote that they shall or shall not retain their membership.

- D. If a vacancy occurs, members of the Board of Directors will make every attempt to select a replacement within one month's time. The replacement will fulfill the remainder of the vacated term.
- E. There is no residency requirement for the At-large Community Representative.

ARTICLE V - Elections

- A. A selection committee of at least (2) two members, appointed by the Board of Directors in the spring, oversees the selection procedures and submits names of candidates for the positions in the Spring of the year.
- B. Staff forwards recommendations for the Teacher Representative in the spring of the year.
- C. Elections for are held in the spring of the year. Representatives are elected by plurality of people present and voting. Each parent/guardian of a student at the school and each Green Isle Community School staff have one vote. Terms of office begin in July. The selection committee oversees the process.

ARTICLE VI – Elected Officers

- A. Nominations for the officers may come from the floor at the first meeting in July. They are elected by a majority vote through a secret ballot. Officers may be re-elected after serving a one-year term.
- B. Duties of the officers:
 - 1. Chairperson
The Chairperson presides at all meetings of the Board of Directors. The Chairperson may call special meetings of the Board of Directors and must do so at the request of three Board of Directors members. S/he collaborates with the building director to prepare the meeting agenda.
 - 2. Treasurer
The Treasurer will work in collaboration with the Business Manager and Director as budget documents are prepared for the meetings of the Board of Directors. S/he will have the authority to endorse for deposit all notes, checks and drafts received by the school. S/he will serve as the Board Representative on the Finance Committee.
 - 3. Clerk
S/he records the minutes of the meeting and brings a prepared copy to the Board of Directors prior to the subsequent meeting. Upon approval, meeting minutes will be posted in the front hall of

the school and copies will be made available to those requesting them.

ARTICLE VII - Meetings/Voting

- A. The Board of Directors meet once monthly at a regularly scheduled time. Scheduled and special meeting days and times are determined by the Board of Directors and announced to parents, staff, and community. Special meetings may be held at the request of the chairperson or (3) three members of the Board of Directors.
- B. Decisions will be determined by simple majority of those present and voting.
- C. A quorum is a simple majority of the members of the Board of Directors. When a quorum exists, a majority of those present may act.
- D. All meetings are open to the public and conducted in accordance with Minnesota Statutes Chapter 13D, Open Meeting Law.
- E. There will be no proxy votes.
- F. Requests to be on the agenda must be submitted to the school office at least one week before the meeting. Members may amend the agenda at the beginning of the meeting.
- G. Students may address the Board of Directors.

ARTICLE VIII - Responsibilities

- A. The Board of Directors carries out the mission statement by providing direction for the school in accordance with school's policy, contractual agreements, and all state and federal requirements unless specific waivers have been granted.
- B. The Board of Directors serves as the primary communications link between the school and the community and provides a forum for discussion of school related issues.
- C. The Board of Directors monitors school operations through collaboration and guidance with the school director, teachers, paraprofessionals and support staff.

ARTICLE IX - Task Forces

- A. Task Forces shall be established at the discretion of the Board of Directors for a specific purpose over a designated period of time.

- B. Task Force meetings will be held at the discretion of the committee members.
- C. The Task Force chairperson or members need not be Board of Directors members.

ARTICLE X – By-laws Amendments

Before a vote the By-laws need to be reviewed at 3 different board meetings. A majority vote of the Board of Directors is needed to adopt, amend and repeal these By-laws. All amendments must be legal and legally established as set forth in Minnesota Statutes, Section 317A.181, Subd. 2(b).

Adopted: 11.18.2010, 12.07.04

Revised: 11.18.2010, 04.15.10, 5.18.11, 07.09.14, 09.09.15

The undersigned Secretary of Green Isle Community School, a nonprofit corporation, does hereby certify that these Amended and Restated By-Laws were adopted and approved by a majority vote of the Board of Directors this _____, 2018.

Secretary