

Annual Meeting of Members Policy

Time. The annual meeting of the members shall be held in March of each election year. It shall be announced to the members through reasonable means which shall include as many of the following as feasible: school newsletters, emails to parents, posted on the website, notices sent home with students and visibly posted at the school. In non-election years (every third year), no annual meeting shall be held however the board has the option to hold a town hall meeting in its place. Notice of non-election years shall be announced to the members through the same means as the annual meeting.

Presiding Officer. The president of the Board of Directors or his/her designee shall preside over the annual meeting of members.

Quorum. At the annual meeting of members, 25% of the members shall constitute a quorum. For purposes of determining a quorum, those members who voted absentee shall be considered present at the meeting.

Sole Business. The sole business that may be conducted at the annual meeting of the members is the election of the two (2) directors that are to be elected by the members as stated in the LCS By-laws. If other action of the members is necessary, a special meeting shall be called.

Order of Business. The order of business at the annual meeting of the members shall be as follows:

1. Call to Order
2. Determination of quorum
3. 10 minute presentation by each potential candidate
4. Member vote for board of directors (written vote collected and counted by designated committee or BOD)
5. Annual State of the School Address by Executive Director
6. Announce results of vote
7. Adjourn

Cancellation of Annual Meeting. The annual meeting shall be cancelled if no eligible candidates submit applications to the board of directors by the applicant deadline. Due to absentee voting requirements set forth in board policy BBB.2_LCS, Board Election Policy, the applicant deadline shall be 3 weeks prior to the annual meeting date. Upon cancellation of the annual meeting, the cancellation, the reason for cancellation, any plans for a town hall meeting in lieu of the annual meeting and how the empty seat will be filled (as per board policy BBB.2_LCS, Board Election Policy) shall be announced through the same means as the initial announcement of the annual meeting stated in **Time** above.

LCS Policy Adopted January 10, 2013

Revised August 27, 2015

Revised Policy Adopted October 26, 2017