

**Election Guidelines
of
ROCKLIN ACADEMY PSP (PARENT SCHOOL PARTNERSHIP)**
(A California Nonprofit Public Benefit Corporation)

Eligibility to Hold Office and Vote

Section 1.

Opportunity to run for an Officer position or vote in elections shall be made available to all regardless of race, color, national origin or religion.

Section 2.

All legal parents or guardians of a student(s) enrolled at a Rocklin Academy are considered members of the Rocklin Academy PSP and may run for an Officer position or vote during elections. Only one relative of a student may serve on the Board at a given time.

Section 3.

Participation in monthly PSP meetings is be highly encouraged.

Section 4.

To be a Candidate for office an individual must agree to abide by the Bylaws, Election Guidelines, and Conflict of Interest Policy.

Section 5.

To be a Candidate for office an individual must have a current Live Scan with The Rocklin Academy.

Board of Directors and its Officers

Section 1.

The Rocklin Academy PSP Board of Directors is made up of the following Officer Positions: President, Vice President, Secretary, Treasurer, and Fundraising Chair.

Section 2.

Term. All terms start at the Annual Meeting in July.
President – 2 Year Term, elected in odd years
Vice-President – 1 Year Term
Secretary – 1 Year Term
Treasurer – 2 Year Term, elected in even years
Fundraising Chair – 1 Year Term

Election Process

Section 1.

The election process shall be overseen by two Election Coordinators. The Coordinators shall be two Officers whose term is up and are not running in that election. In the event there are not two Officers eligible or willing to perform these duties, previous Office holders or other Rocklin Academy PSP members may be appointed. The Board shall appoint the Election Coordinators on or before March 15th.

Section 2.

Candidates for office shall complete a self-nomination form. The form shall include their name, agreement to abide by the rules as outline within these guidelines and provided the opportunity to share their reasons for running, previous experience, or other information they may want to communicate to the membership. The form shall be made available online no later than April 1st and close at midnight on April 16th.

Section 3.

If all Officer positions up for election have only one candidate submit a nomination form, then no election need be held, and all candidates are considered elected.

Section 4.

Elections shall be held by an online ballot between April 20th and April 30th. Candidate nomination forms shall be made available along with the ballot. Election Coordinators are responsible for promoting the election across all available communication platforms.

Section 5.

Each Rocklin Academy PSP Member is allowed one vote. Election Coordinators may use the Directory or work with school Administration, as needed, to verify eligibility.

Section 6.

Election results to be announce by the first Wednesday of May.

Section 7.

Newly elected Officers are required to attend a minimum of one (1) meeting before taking office.