

School Land Trust Council and Election Procedure

Purpose: As per state code 53G-7-1205, and Rule R277-477 the purpose of this policy is to establish guidelines for the composition and election of the School Land Trust Council (SLTC) to ensure effective representation and decision-making in matters related to school land trust funds and their allocation consistent with Utah Code Section 53F-2-404. The SLTC shall annually hold a discussion with school administrators about safety concerns and efforts to address them.

Composition:

- The SLTC shall consist of 7 members, with a mandatory 2-parent majority to ensure balanced representation.
- The Board designates this council will consist of
 - i. Parents, legal guardians, or grandparents of current NWA scholars,
 - ii. One member of the school staff,
 - iii. One member from the governing board approved by parent vote and the Parent Organization President Elect
 - iv. The School Director shall serve as an ex-officio member with no voting rights.
- The SLTC Chair must be a parent, grandparent, or guardian of NWA scholar/s and will be voted upon during the last meeting of the school year.

Term Limits:

- SLTC members shall serve a term of 2 years, with the option to seek re-election for subsequent terms.
- When a member's child graduates or leaves NWA before their term ends, an election will be held to fill the position. The elected person will serve the remainder of the term.

Election Process:

- Timeline
 - i. Parents, Legal Guardians, Grandparents
 - 1. The election of SLTC members shall take place annually during the second week of September.
 - 2. Notice of the upcoming election shall be provided no later than August 15 of each year, through school communication channels, including newsletters, emails, and social media platforms.

3. Interested candidates shall submit their applications to the School Director by August 30, including relevant information such as their name, contact details, and a brief statement outlining their qualifications and reasons for candidacy.
- ii. School Staff
 1. The election of the SLTC member shall take place annually by August 15th.
 2. Notice of the upcoming election shall be provided the first week of August.
 3. Interested candidates shall submit their applications to the School Director by August 10, including relevant information such as their name, contact details, and a brief statement outlining their qualifications and reasons for candidacy.
- Eligibility:
 - i. To be eligible for candidacy, individuals must be parents, legal guardians, or grandparents of scholars enrolled in the school
 - ii. a staff member of the school
 - Election Procedure:
 - i. Parent, Legal Guardian, or Grandparent
 1. The election shall be conducted by an electronic ballot using Google Forms. The ballot shall be emailed to each scholar's custodial contacts listed in Aspire.
 2. Each eligible voter shall cast their vote for up to the number of vacant positions on the SLTC.
 3. The candidates receiving the highest number of votes, up to the available positions, shall be declared elected.
 4. The election shall be open for one week.
 5. In case of a tie, another ballot will be sent out for the tied candidates.
 6. The School Director or designee oversees the election.
 - ii. School Staff
 1. The election shall be conducted by electronic ballot using Google Forms. The ballot shall be emailed to every Noah Webster Academy staff member.
 2. Each eligible voter shall cast their vote for one staff member to represent the school on the SLTC.
 3. The candidate receiving the highest number of votes shall be declared elected.
 4. The election shall be open for one day.

5. In case of a tie, another ballot will be sent out for the tied candidates.
 6. The School Director or designee oversees the election.
- iii. Parent Organization President Elect
 1. Shall be voted by the Parent Organization.

Vacancies:

- In the event of a vacancy on the SLTC during the term which brings the number of participants below the exact number of seats, the School Director shall announce a special election to fill the vacant position in accordance with the established election process.
- In the event there are not enough candidates to fill vacancies, the School Director shall appoint members to fill the open seats. (July 2024)