



March 17, 2020

Dear Polaris Tech Charter School Families and Staff Members,

Polaris Tech Charter School has contracted with the Public Charter School Alliance of South Carolina to coordinate its appointment & election process. This ensures integrity and confidentiality in the process. Board elections will be held electronically by e-ballot **May 20th** and **May 21st, 2020**.

Polaris Tech seeks a diverse board with the knowledge and skills needed to govern a public charter school. Per law, at least 50% of the board must have experience in business or K-12 education and all board members must be South Carolina residents. The governing board consists of 11 members, 5 appointed members and 6 elected members, as outlined in the South Carolina Charter Schools Act, as amended, and the Polaris Tech Charter and Bylaws. Three appointed and three elected seats, each for a term of two years, are up this year. The Polaris Tech Governance & Nomination Committee will select a slate of 3 candidates. **All prospective candidates for appointment and election must complete the official 2020 Polaris Tech Board Candidate Filing Form on the Polaris Tech website or via this link: <https://forms.gle/e2iaP8gnPoPVqCnd9>**

Filing forms must be completed and submitted online no later than **April 6th, 2020 at 12PM (Noon)**. Incomplete or late applications will not be accepted. On **April 28th, 2020** the Board of Directors will meet to make appointments and approve the slate of candidates for the election ballot. By **April 30th, 2020** the slate of candidates with profile information will be posted on the Polaris Tech website for the election.

Per South Carolina Charter Law, elected board members are elected by the families of the charter school students and school employees. Voting will take place online via computer or mobile devices. Staff members with *NO* students enrolled in Polaris Tech are given one vote. Families and staff members with students enrolled in Polaris Tech are given one vote per student enrolled in the school. If a family or staff member have multiple children enrolled at Polaris Tech, then they will receive an e-ballot for *EACH* student. Please ensure the school has a current email address on file. Each ballot will have a unique pin number to ensure confidentiality and integrity of the process. Computers will be available at the school during normal school hours for families with no internet access or for those who seek additional help. Information about the election will be sent to families via email by the school. The official e-ballot will be available **May 20th** and **May 21st, 2020** with a link sent to valid voters from email address elections@sccharterschools.org (please add this address to your email contacts so you receive your e-ballot). Voting will close on **May 21st 8pm**. Votes will be calculated, and elected board members will be notified by the Polaris Tech Chair of the Governance & Nomination Committee.

Questions regarding the board election process may be directed to boardelection@polaristech.org or to elections@sccharterschools.org.

Regards,

Sandra Chavez

Sandra Chavez
Chair
Governance & Nomination Committee

A handwritten signature in black ink, appearing to read "Carol Aust".

Carol Aust
Executive Director
Public Charter School Alliance of South Carolina