



Achieve Language Academy

April 23, 2021

RE: ACHIEVE LANGUAGE ACADEMY BOARD OF DIRECTORS ELECTION PROCESS

Dear ALA Community,

The Achieve Language Academy Board of Directors Election is slated to begin, Monday, May 24, 2021. In preparation for the election, the following information will serve as a guide to all potential voting methods and the timeline for the election process.

Potential Candidates:

This voting cycle will consist of the following open Board positions:

- Parent Board Seat - 1 year term
- Parent Board Seat - 3 year term

If any potential candidate has an interest in running for a Board position, the following information will provide a timeline and outline of needed information:

- All candidates must submit a letter/email of interest either to the school, or to Dr. Curtis Windham (cwindham@achievemn.org) by Friday, May 14, 2021 at the close of business
- Additional required information
 - Short Biography to be included in the ballot
 - Desired term choice

Ballots:

- All ballots will be ready on Monday, May 24, 2021
- Ballots will consist of:
 - Mailed ballots (hard copy) to all ALA stakeholders in our contact systems.
 - Ballots will need to be brought back to the school
 - Hard copy - available at the school
 - Ballots will need to be left or brought back to the school
 - Online Voting - Link will be posted on the ALA website
 - Ballots are cast online. Ballots do not need to be printed and returned to the school



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Timeline:

- All voting will begin on Monday, May 24, 2021, and will end at the close of business on Friday, May 28, 2021
- No ballot will be accepted after the deadline
- Ballots that are mailed back will be accepted if the postmark is on or before May 28, 2021
- Candidates who have secured enough votes to be seated on the Board will be notified by Tuesday, June 8, 2021, and will be required to join the full Board meeting on June 15, 2021 for the announcement and seating of new members
- The announcement of the new Board of Directors will be shared on Tuesday, June 15, 2021, at the ALA Board meeting
- The new ALA Board of Directors members will be seated at the conclusion of the June 15, 2021 ALA Board Meeting

For any additional questions, please feel free to contact Dr. Curtis Windham, Executive Director, at cwindham@achievemn.org.

Together,

Curtis G. Windham

Dr. Curtis G. Windham
Executive Director