

# Notice of Election to the Board of Directors for James Madison Charter Academy

On behalf of the Board of James Madison Charter Academy (JMCA), it is announced that an election for members of the JMCA Board will be held on May 7, 2026.

Attending a charter school offers a unique opportunity because our school has a Board comprised of parents. This means you have an influence on how our school operates. Board members participate in monthly meetings, contribute to the creation and revision of policies, approve the budget, address staff and student needs, set goals, and assess progress towards achieving those goals. Meetings are scheduled for an hour, but typically last around 40 minutes. On very rare occasions, we may have to have a special meeting. Outside of meeting time, you are asked to review the documents for the meeting, which are sent out at least 48 hours prior. Being part of the Board counts toward your volunteer hours. If you're elected, you'll accrue 6 hours initially, plus 2 hours for each Board meeting you attend. If you attend every meeting throughout the year, you'll easily fulfill the total of 30 volunteer hours.

## **How many members are being elected?**

5 – (2-year terms)

## **Who is eligible to run?**

Four seats are available for parents of JMCA students. One seat is available for an at-large member.

## **Who is being nominated?**

Any person eligible to serve as a Board member may nominate himself or herself for election to an open position. Self-nomination shall be in writing and deposited with the JMCA principal during normal school hours. Forms must be delivered to Mr. Jeff Kacena or Mrs. Melissa Boden at JMCA, 660 Syracuse Street, by 4:00 pm on Monday, May 4. Nomination forms can be obtained at the JMCA front office. The Board reserves the right, based upon the information provided in each completed nomination form, to determine who is eligible to be nominated to the JMCA Board of Directors.

## **Who is eligible to vote?**

One parent (per family) of any child currently attending JMCA is eligible to vote. Each eligible voter will be asked to sign a roster confirming your eligibility to vote.

## **How may votes be cast?**

Each eligible voter is allowed one vote per open seat, regardless of the number of children enrolled.

## **How will the votes be counted to determine who is elected?**

In accordance with the JMCA By-Laws, the election will be conducted by secret ballot. Eligible voters may cast a vote by signing in on the log-in sheet, completing a ballot, and placing it in the election box at JMCA, located at 660 Syracuse Street between the hours of 7:30 am and 4:00 pm on May 7, 2026, or sending back the home ballot with a signed signature sheet. Votes will be tallied by the JMCA election official and a representative of District #3.

**Please contact Melissa Boden with any questions about this election at [bodenmelissa@wsd3.org](mailto:bodenmelissa@wsd3.org).**