



**Parent-Elected Election Committee
Approved Meeting Minutes
Friday, April 9, 2021 @ 3:45 pm
[Zoom Meeting](#)
Meeting ID: 697 198 8979
Password: 159304**

Call to Order

Jim Mertz, Committee Chair

- Meeting was called to order by James Mertz at 3:49pm CST.
- In Attendance
 - James Mertz – Election Committee Chair
 - Heather Benderovich
 - Christine Hodapp
 - Janette Siegel
 - JoAnn Stewart
 - Geoff Deigan

Discussion Agenda

1. Review Election policies, timelines and previous elections.
 - Reviewed timeline for current election to ensure compliance with policies and consistency with what has been done in previous election cycles.
 - Ballots to be published 4/19/2021 and due 5/3/2021.
2. Discuss ballot setup and distribution, voter rolls, posting redacted applicant information and election communications.
 - Confirmed the Election-Buddy (e-buddy) platform will be utilized to conduct the online election again this year.
 - Heather Benderovich confirmed she will setup the ballot on e-buddy.
 - Voter rolls to be obtained from the school by 4/14/2021.
 - Test ballot to be sent to JoAnn Stewart on or before 4/16/2021.
 - Final ballots to be published on e-buddy on 4/19/2021.

<Jim excused himself from the meeting at 3:42pm>

3. Process submitted applications for the purpose of the certifying candidates.
 - Noted there is one Parent Elect position open this cycle
 - Confirmed that one application was received.
 - Through a screenshare of the candidate application, the committee jointly reviewed the credentials received to ensure it met the criteria for certification.
 - Reviewed criteria for review; letter of intent, resume, 3 signed letters of recommendation, clear statement of position being applied for.
 - Confirmed application for James Mertz was complete and had no errors.
4. Prior to posting candidate's information to the PCCS Website, personal information will be redacted. Janette or Geoff will complete the redactions of the personal information and send to James for approval, prior to posting to the website.

Public Comment: *There was no public comment made this evening*

Action Agenda

1A – Approve election timeline dates.

- *Motion made by Janette Siegel. Second by JoAnn Stewart. Approved on roll call vote; carried all 'Yes'.*

3A – Approve ballot setup, voter rolls, and election communications.

- *Motion made by Heather Benderovich. Second by Janette Siegel. Approved on roll call vote; carried all 'Yes'.*

4A – Certify Candidates.

- *Motion made by Janette Siegel. Second by JoAnn Stewart. Approved on roll call vote; carried all 'Yes'.*

New Business – Future Agenda Items

- No additional comments

Adjourn

- *Motion to adjourn made by Janette Siegel. Second by Christine Hodapp. Approved on roll call vote; carried all 'Yes'.*
- Meeting adjourned at **3:56pm CST**

Respectfully Submitted,

James Mertz

Board Secretary