



**Approved**  
**Parent-Elected Election Committee**  
**Meeting Minutes**  
**Wednesday, April 6, 2022 @ 3:30 pm**  
**Wright School House/Library**  
**1571 Jones Point Rd**  
**Grayslake, IL 60030**

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**Call to Order**

Jim Mertz, Committee Chair

- Meeting was called to order by James Mertz at 3:38pm CST.
- In Attendance
  - James Mertz – Election Committee Chair
  - Heather Benderovich
  - Christine Hodapp
  - Janette Siegel
  - JoAnn Stewart
  - Katie Brzezinski

**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 4/18/2022 and due 5/2/2022.
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 4/11/2022.
  - Test ballot to be sent to JoAnn Stewart on or before 4/12/2022.
  - Final ballots to be published on e-buddy on 4/18/2022.
3. Process submitted applications for the purpose of the certifying candidates.
  - Noted there are 2 Parent Elect positions open this cycle
    - One position is for the remainder of Lea-Ann Domanski's term. This position will seat at the May meeting and end October 2023.

- One position is for Demetri's seat, which he is not reapplying for. Term beginning October 2022 – October 2025.
  - Confirmed that three applications were received.
  - The committee jointly reviewed the credentials received to ensure they 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 Matthew Earl and Jenny Diehl were complete and had no errors.
  - Concern expressed with submission of application for Gabrielle White. Application was not sent to the appropriate mailbox parent\_elected@pccharterschool.org, but did cc: Stacey White (Board President) and Jim Mertz (Election Committee Chair and Board VP). Intent was clear, but process was not followed. Suggestion to seek advice of legal council before making a decision on this application.
4. Prior to posting candidate's information to the PCCS Website, personal information will be redacted. Janette 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 JoAnn Stewart. Second by Christine Hodapp. Approved on voice 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 JoAnn Stewart to certify the Board applications from Matthew Earl and Jenny Diehl. Second by Heather Benderovich. Approved on roll call vote; carried all 'Yes'.*
- *Motion made by Jim Mertz to postpone certification of Gabrielle White's application until advice of legal council is provided due to incorrect email submission. Second by Katie Brzezinski. Approved on voice vote; carried all 'Yes'.*

### **New Business – Future Agenda Items**

- Meeting to be held early next week to discuss and finalize certification of Gabrielle White's application.

### **Adjourn**

- *Motion to adjourn made by Katie Brzezinski. Second by JoAnn Stewart. Approved on voice vote; carried all 'Yes'.*
- Meeting adjourned at **4:30pm CST**

**Respectfully Submitted,**

James Mertz

Board Secretary