



**Election Nomination Form**

Please **select only one** position from those listed on this page.

I, \_\_\_\_\_ enter my name as a candidate for the position of

**MMCI Board of Trustees**

Note: MMCI positions are elected by the entire community except for positions that are specific to each school (identified in the position title), who are elected by only that school's membership.

- \_\_\_\_\_ **President** (Officer | Term: July 1, 2019 to June 30, 2021; 6-month shadow period from January 1, 2019-July 1, 2019)
- \_\_\_\_\_ **Secretary** (Officer | Term: July 1, 2019 to June 30, 2021; 6-month shadow period from January 1, 2019-July 1, 2019)
- \_\_\_\_\_ **Assistant Treasurer** (Officer | Term: July 1, 2019 to June 30, 2021; 6-month shadow period from January 1, 2019-July 1, 2019)
- \_\_\_\_\_ **Friend of Education** (Term: January 1, 2019 to December 31, 2020)
- \_\_\_\_\_ **Parent Trustee for MVMPCS** (Term: January 1, 2019 – December 31, 2020)
- \_\_\_\_\_ **Parent Trustee for CCMPCS** (Term: January 1, 2019 – December 31, 2019)
- \_\_\_\_\_ **Parent Trustee for CCMPCS** (Term: January 1, 2019 – December 31, 2020)

**MVMPCS Governing Council**

- \_\_\_\_\_ **Parent Representative** (Term: January 1, 2019-December 31, 2020) *2 positions available*
- \_\_\_\_\_ **Friend of Education** (Term: January 1, 2019-December 31, 2020)

**CCMPCS Governing Council**

- \_\_\_\_\_ **Parent Representative** (Term: January 1, 2019 – December 31, 2020) *4 positions available*
- \_\_\_\_\_ **Friend of Education** (Term: January 1, 2019 to December 31, 2020)

Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please Note:** Completed forms must be returned electronically to MMCI along with a brief bio and a paragraph describing why you would like to run for your chosen position. **Email all information to [secretary@mmcimd.org](mailto:secretary@mmcimd.org) by November 2, 2018.**



Short descriptions for open positions (more detail may be found in the MMCI Bylaws):

**Board of Trustees (BOT):** *Sets the overall tone, strategic vision/plans, budget oversight, facilities, enrichment programs, and interfaces with FCPS and the greater community.*

**President:**

*Is the Principal Officer of the Corporation and shall perform all duties incident to the office of president and shall, in general, supervise and be responsible for all of the business of the Corporation; 2-term limit, even-year election, est. 80 hrs/month*

- Must be available to attend meetings during normal business hours.
- Preside at all meetings of the membership and of the Board of Trustees;
- Sign, with the Secretary or any other designated member of the Corporation who is authorized, any deeds, mortgages, bonds, checks or other instruments or contracts, which the Corporation has authorized to be executed.

**Secretary:**

*Is an Officer of the Corporation; 2-term limit, even-year election, est. 30 hrs/month*

- Handle the general correspondence of the Board of Trustees.
- Keep the minutes of the meetings of the Board and the membership.
- Notify the membership of all public meetings.
- Serve as custodian of the corporate records and the seal of the Corporation.

**Assistant Treasurer:**

*Is an Officer of the Corporation, 2-term limit, even-year election, est. 25 hrs/month*

- Primary Fiscal responsibility and accountability for the corporation with Treasurer.
- Work with Treasurer to ensure sound accounting practices.

**Parent Representative:**

*Is NOT an Officer of the corporation, 2-term limit, est. 15 hrs/month*

- Develop / lead enrichment activities.
- Support MMCI Officers, as requested.
- Active in areas of expertise or passion.

**Governing Councils (GCs):** *Function as the leadership teams for their schools, providing direction for school policy, procedures, curriculum, and strategic vision/plans.*

**GC Parent Representatives:**

*Is NOT an Officer of the corporation, 2-term limit, est. 15 hrs/month.*

- Develop & maintain understanding of Montessori and educational principles.
- Lead in one or more areas of GC activity (committees, planning, focus groups).
- One Parent Representative serves as the GC Chair.

**Friend of Education (BOT or GCs):**

*Is NOT an Officer of the corporation, no term limit, est. 10 hrs/month*

- Provide external perspective into all BOT or GC activity.
- Support MMCI Officers or GC members, as requested.
- Facilitate discussion / interaction with external organizations.