

3-20-11 Board Meeting Minutes
All Board Members Present
Minutes Taken by Mary C.

By-Law Review

- The lawyer (Sandy Lourie) provided the following feedback on the By-Laws
 - purpose is to define how to run the organization
 - as the By-Laws are now, they are not a legal document and do not follow the standard format for By-Laws – they would not be binding in a court of law
 - The job descriptions for the committee members should be put into procedures that are voted on by the Board and not taken to the members with every change
 - the non-compete statement for the principal should be in the contract for the principal and not in the By-Laws
 - By-Laws should be revised to follow a standard format
 - Cost for legal help with revising would be approximately \$1000
- Board decided to put this project off until the fall and vote on at the November member meeting
- Legal committee will do more research on By-Laws
 - scope, purpose, example on internet

Principal Opening

- Discussed possibly shortening the job description sent to all Board member
- Cai Lei will send out and collect ideas for changes to the job description
- Steps in the hiring process
 - e-mail parents about opening and internal search
 - screening (resume, reference, reason want to be principal)
 - interview
 - selection
- Timeline
 - announce to whole school for an internal search
 - deadline for applications for job (end of April)
 - May 1st start reviewing candidates
 - select new principal by the end of May
 - transition period during June