

MCSC

MAINE CHARTER SCHOOL COMMISSION

Charter Amendment Guide for Amending the School's Bylaws

Please Note – The school's Amendment Request must be submitted at least 3 weeks prior to the next MCSC Business Meeting (held on the 2nd Tuesday of each month) in order to make it onto the agenda. In some cases, 3 weeks may not allow enough time for review and schools are encouraged to contact the office with questions.

Maine Charter School Commission
182 State House Station
Augusta, Maine
04333-0182
www.maine.gov/csc

Maine Charter School Commission
Charter Amendment Cover Sheet
Request to Amend Bylaws

School Information

Date of Request	October 16, 2023
School Name and Mailing Address	Maine Arts Academy 310 Cony Road Augusta Maine
Contact	Heather King
Contact telephone number	207-480-7917
Contact email address	hking@maineartsacademy.org

Provide a brief narrative description of the request.

We have 3 sections of our bylaws that have been updated by the board of directors. Our bylaws really needed an overall review and update. The board took a careful look at each section to see what updates should be made that best fit Maine Arts Academy.

The completed Amendment Request must be uploaded and submitted to the Maine Charter School Commission through Epicenter.

On an additional page, please address the following criteria in your request, as applicable.

- o Provide a redlined copy of the proposed changes to the current bylaws.
- o Provide a finalized, clean version of the bylaws with the proposed changes included.

- o Describe why the school has proposed the changes to its bylaws.

We have 3 sections of our bylaws that have been updated by the board of directors. Our bylaws really needed an overall review and update. The board took a careful look at each section to see what updates should be made that best fit Maine Arts Academy.

- o Describe the desired improvements that will result from the change in the school's bylaws.

In Article IV, the board has a lengthy thorough discussion regarding extending the current director's terms to 4 consecutive terms. There is a historical value to our board composition that allows for some board members who have been with the school since its inception to hold historical facts and experiences that guide Maine Arts Academy to continue to improve decision making for the school's success. There are also newer board members who add a fresh perspective and energy. This make-up of the board members really provides a board that is operating at an optimal level. Allowing directors to extend their terms allows board members with history to continue to represent Maine Arts Academy.

The changes in Article VI came about due to this section not matching the Maine Charter Commissions requirements for posting board minutes and board agendas within 5 days after a board meeting and 5 days before a board meeting takes place. This change will support the Charter Commission's requirements.

The Changes in Article VII simply allow officers to not have a limit on the terms they serve. There was extensive discussion regarding this as well and it was determined that the officers serving have a lot more time for the commitment to the board.

REDLINED VERSION

Article IV, Section 3 Term and VoteThereafter, Board members shall serve three-year terms with approximately one-third of the Directors elected at each annual meeting. Each Director shall hold office until the annual meeting when his or her term expires and until his or her successor has been elected and qualified, except in cases of death, resignation or removal of the Director. No Director shall serve more than **four** consecutive terms, after which they must take a minimum of two years off from serving as a Director before being eligible to be reconsidered for nomination as a Director.....

Article VI, section 4, Notice of Meetings of the Board of Directors. Written notice stating the place, day and hour of the meeting and the agenda for the meeting, except as herein otherwise provided, shall be **provided by posting notice thereof with an agenda not less than five days prior to the date of the meeting on the School's website, and by providing the same by email or facsimile transmission to individual Directors.** The notice will include copies of the proposed minutes of the previous meeting if the minutes have been prepared by the Secretary. **Minutes that thoroughly capture the discussion and**

decisions of the board shall be posted to the School's website not less than five days following approval by the board.

Article VII, Section 2 Election and Term for Officers The Governance Committee shall present a slate of officers to the Board of Directors. All officers shall be elected by the Directors at their annual meeting and shall hold office for a term of one year. Each officer shall continue in office until his or her successor has been elected and qualified, or until his or her death, resignation, or removal. An officer may serve more than one term in the same office. ~~but no more than three consecutive terms in the same office.~~

CLEAN VERSION

Article IV, Section 3 Term and VoteThereafter, Board members shall serve three-year terms with approximately one-third of the Directors elected at each annual meeting. Each Director shall hold office until the annual meeting when his or her term expires and until his or her successor has been elected and qualified, except in cases of death, resignation or removal of the Director. No Director shall serve more than four consecutive terms, after which they must take a minimum of two years off from serving as a Director before being eligible to be reconsidered for nomination as a Director.....

Article VI, section 4, Notice of Meetings of the Board of Directors. Written notice stating the place, day and hour of the meeting and the agenda for the meeting, except as herein otherwise provided, shall be provided by posting notice thereof with an agenda not less than five days prior to the date of the meeting on the School's website, and by providing the same by email or facsimile transmission to individual Directors. The notice will include copies of the proposed minutes of the previous meeting if the minutes have been prepared by the Secretary. Minutes that thoroughly capture the discussion and decisions of the board shall be posted to the School's website not less than five days following approval by the board.

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