



Notice of Open Board Positions

Posted on the MSA Website: Monday, February 5, 2018

Open Board Positions: Magnet Schools of America (MSA) is accepting applications and letters of interest for election to the Board of Directors for 2018-2020. The open positions include:

1. President-Elect
2. Specialized Directors: 3 openings

PRESIDENT-ELECT

"The President-Elect shall, in the absence of the President, perform the responsibilities of the President" and will assume office on May 1, 2018. The President-Elect assumes the office of President two years later. To be eligible, a nominee for President-Elect must have served on the Board of Directors for a minimum of two years as of May 1, 2018.

The President-Elect is a member of the Executive Committee and attends the in-person Executive Committee meetings which are held the day before each board meeting. The President-Elect also attends monthly virtual meetings of the Executive Committee. The President-Elect is required to attend all Board meetings as well.

SPECIALIZED DIRECTOR

"The Specialized Director shall provide input and perspective in one or more of the following specialized areas, but not limited to the following: (a) Higher Education, State, or Local School Officials, and Equity Assistance Centers, (b) Theme-Based Specialist, (c) Curriculum Specialist, (d) Evaluation and Research Specialist, (e) Nonprofit/private affiliate, (f) Magnet Affiliate." Specialized Directors are required to attend all Board meetings.

Interested candidates must be members of MSA and are requested to email a letter of interest to [Todd S. Mann](#), Executive Director, Magnet Schools of America to be received by **Friday, February 23, 2018, 5pm EASTERN**. Candidates are required to submit the following as part of their application, and for publication on the MSA website:

- Letter of interest for the position;
- One-page resume/vitae;
- 50-word statement indicating why you should be elected to the position;
- Picture (head shot), color preferred; and
- Present their interest on a webinar on
 - President Elect: **Thursday, March 1, 2018 at 2pm Eastern**
 - Specialized Directors: **Tuesday, February 27, 2018 at 2pm Eastern**
- OPTIONAL: Candidate video for President-Elect and Specialized Director positions. (*Candidates must indicate whether or not they plan to utilize this option in the letter of interest.*)

Successful candidates will be notified the week of March 27, 2018 and announced to the Membership and installed into office by the President of Magnet Schools of America at the Business Meeting held at the Annual Conference. For questions, please email [Todd S. Mann](mailto:Todd.S.Mann@msa.org).

Term of Office and Board Member Requirements:

Both positions are for a two-year term (May 1, 2018-Spring, 2020). All candidates must have paid their dues as members of Magnet Schools of America for 2017-2018 by the application deadline, and those elected must register for the 2018 National Conference on Magnet Schools Chicago, Illinois and attend the Annual Business Meeting at the Conference.

Board members are required to attend three (3) meetings each year, held in conjunction with conferences: one in the fall with Technical Assistance and Training, one in the winter with Policy Training, and one with the National Conference on Magnet Schools. Board members are encouraged to attend each conference, particularly the National Conference and the MSA Business Meeting. Board members are reimbursed for the Board-meeting only portion of their travel, and as follows: if they have paid more than 50% of meeting costs from personal funds (that are not otherwise reimbursed), they will be reimbursed by MSA up to \$1,000 of the personal funds.

VOTING PROCESS FOR PRESIDENT-ELECT AND SPECIALIZED DIRECTOR

President-Elect and Specialized Directors (3) will be elected electronically using an online ballot. The web site address and the instructions for voting will be provided to the membership via email. Voting will take place from March 5 to March 23, 2018.

Webinar

All candidates are asked to participate in a webinar on the dates specified to present their interest in serving, why they feel they would be a good candidate, and to respond to questions from attending participants. Candidates are asked to mention upon submission if they are unable to participate.

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- Specialized Directors: **Tuesday, February 27, 2018 at 2pm Eastern**

Video Streaming: Instructions for Providing a Candidate Video

MSA is providing candidates for President Elect and Specialized Directors with the option to present a video message via YouTube. The recording and uploading of the video is the individual candidate's responsibility, and MSA will link to the candidate's video on YouTube to make it accessible to the MSA membership. Your video can be no longer than three (3) minutes. Please note that by engaging in this process, you will be creating a public video that will be accessible to anyone, and not just the MSA membership. MSA has no legal responsibility. Videos must be uploaded via YouTube. In order to do this, you must first create a YouTube Account. If you need assistance with your video, [click here](#).

Once YouTube has uploaded your video, go back to your account section "My Videos." You will see your video in this section. Your video will have a URL listed. Copy this URL and e-mail it to [Todd S. Mann](mailto:Todd.S.Mann@msa.org), **NO LATER THAN FRIDAY, FEBRUARY 23**. MSA will then review the candidate's video to ensure that it meets all guidelines and, if so, MSA will place a link on our website to the candidate's video on YouTube for voting during the online voting period. Additional questions, please call Judy Shen at the National Office at 202.824.0672.