



March 26, 2024

Dear FCCS Parents/Guardians and Staff,

The Membership Meeting of Frederick Classical Charter School, Inc. will be held on **Monday, April 29, 2024 at 7:00pm** in the FCCS cafeteria. Please arrive early to sign in.

Election

At the annual membership meeting, elections for the FCCS, Inc. Board of Trustees (BOT) will be conducted. The Nominating Committee shares the following important communication items with the membership, in advance of the meeting:

1. [Letter to the Community](#)
2. [Candidate Slate and Recommendations](#)
3. [Final Committee Report](#)

Additionally, the Nominating Committee is hosting a Meet the Candidates Night on Thursday, April 18. Please look for a virtual meeting invitation in an upcoming Griffin Gazette.

Members

Members of FCCS, Inc. are current parents/guardians of record and current staff employed at FCCS. During a public work session on March 20, 2024, the BOT approved a motion to set the **record date at Monday, April 8, 2024**. Member participation is valuable and necessary. The organization's bylaws require 20% of members to attend in order for any business to be conducted. Please plan to attend or participate by submitting your proxy.

In the event that a quorum is not met at the meeting on April 29, 2024, the procedure authorized by Md. Code Ann., Corps. & Ass'ns §5-206 might be invoked. Under that statute, if a majority of the members present in person or proxy at the April 29, 2024 meeting call for an additional meeting and certain requirements for published notice 15 days prior to the additional meeting are followed, those present in person or proxy at the additional meeting will be able to take any action that could have been taken at the original meeting, if a sufficient number of members had been present.

Candidate Petitions

During the BOT's public work session on March 20, 2024, a motion passed to set **the deadline for submitting candidate petitions as Friday, April 19**. Requirements for submitting petitions for candidates by the membership are outlined in the FCCS, Inc. by-laws, Article A-V, Section d. Candidate qualification statements may not exceed 325 words.

Voting by Proxy

If you are unable to attend the meeting, please submit the Member Proxy Form to the front

office or by email. **Proxy forms will be distributed to scholars and electronically in the Griffin Gazette on Thursday, April 12.** Forms are due by NOON on Sunday, April 28, per the FCCS, Inc. by-laws. Completed forms can be submitted to Ms. Tucker in the front office or by emails sent to proxy@frederickclassicalcharterschool.org.

Each parent or guardian of record counts as an individual member. If only one member per household can attend, the attending member can proxy for the other member. **Per the bylaws, each member who attends the meeting can hold no more than three (3) proxies, which means each member who attends the meeting can have up to four (4) votes.** If members do not execute the duty to participate either in person or by proxy and quorum is not met, official business, including the election of BOT member candidates, cannot take place. The membership meeting will be postponed.

Agenda

The draft membership meeting agenda will be circulated prior to the meeting. However, members can anticipate the following agenda items: an update on the annual report from the President, Head of School update, and Treasurer financial update. Business items will include: confirmation of the appointment of Mr. Thomas Balch as the Presiding Officer of the Board of Trustees, BOT elections, and bylaws amendment.

Your role as a member of the organization is important and we appreciate your interest in the school and your support by attending the annual membership meeting. Please reach out to the BOT if you have any questions.

Thank you for your continued support!

Sincerely,

*The Board of Trustees
Frederick Classical Charter School, Inc.*