

Process and timeline for Parent Elected Trustees

Activity	Target Date	Notes
Completed skills list from Individual Trustees	Autumn 2021	Completed
Analysis to identify any gaps in the board's skillset	Autumn 2021	Completed
Recruitment information and application form out to parents	Insert in parents newsletter Thursday 17 th and 24 th March 2021	
Informal meetings of potential candidates with Trustees	<ul style="list-style-type: none"> • Monday 4th April 8.00-8.45 • Wednesday 6th April 5.30- 6.15 	
Other contacts	Individual -Telephone, email or zoom chats	
Applications	To be returned by 3.30 on Friday 8 th April	
Ballot <i>if needed</i>	Email/Letter with ballot papers out Thursday 28 th April Closing date for Ballot papers to be returned Thursday 5 th May Insert in newsletter to parents informing them of the elected parents Thursday 12 th May	
Newly elected Trustees attend their first FTB meeting	Monday May 23 rd 6-8p.m.	