



CLAIBORNE ACADEMY
6741 HIGHWAY 79
HAYNESVILLE, LOUISIANA 71038
(318) 927-2747



March 19, 2025

Claiborne Academy Families and Voting Members,

The Claiborne Academy Annual Membership Meeting will take place on **Monday, May 19, 2025, at 6:00 P.M.**, in the high school building of the school. The annual meeting is a time for the Claiborne Academy (CA) Board of Directors and the CA administration to present reports of continuing progress and goals for the upcoming school year and beyond. The meeting also serves as the time to elect new board members. The nomination and voting processes are outlined below.

Board members are elected at the annual meeting to typically serve a three-year term. The board is now a seven-member board, and the number elected each year will be dependent upon the number of board members rotating off. The current serving board will nominate prospective directors to be considered at each annual meeting. Voting members at large may submit additional nominations as outlined below.

There is presently one Director with an expiring term, namely Zack Buckner. He has been nominated by the current board to continue to serve and has expressed his willingness to serve.

Any other nominations from voting members at large will need to be submitted to the CA Board of Directors by **3:00 P.M. on Friday, April 25, 2025**. Anyone nominated must be directly contacted by the nominating party and accept such nomination before his or her name is submitted. The nominee will then be contacted by a member of the current board and must express his or her willingness to serve in order to be placed on the ballot. **When all nominations have been received and verified, ballots will be sent out by U.S. Mail for the voting process.** The ballots will include the individual(s) nominated by the current board as well as any other nominees added through the nomination process at large.

A member who wishes to vote may do so by being physically present at the annual meeting in May or by submitting their sealed ballot by U.S. Mail or in person to the CA business office to the attention of the CA Board of Directors by **3:00 P.M. on Friday, May 9, 2025**. All ballots must be signed by the voting member. **The board encourages all members to vote on their own accord, either by paper ballot or in person.** A member may, however, have another member vote on his or her behalf via proxy executed in writing. All proxy ballots must be sealed and delivered by U.S. Mail or in person to the CA business office to the attention of the CA Board of Directors by **3:00 P.M. on Friday, May 16, 2025**. The member you designate your proxy to must be physically present at the annual meeting to cast a vote on your behalf.

If you have any questions or concerns regarding the nomination and voting processes, please contact a board member or the school business office. Thank you for your continued support of Claiborne Academy.

Sincerely,

The Claiborne Academy Board of Directors: Zack Buckner, Dan Ware, Stephen Dowies, Jennifer Spurlock, Lindsey Tanner, Clayton Hays and Eric Gaston