

Richmond Community Schools

35276 Division * Richmond, Michigan 48062 * (586) 727-3565 * www.richmond.k12.mi.us

Margaret Teltow, President
Jessica Sexton, Vice President
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Brian J. Walmsley, Ed.S.
Superintendent

**Richmond Early Childhood Learning Center
& Will L. Lee Elementary School**
68399 Forest
Richmond, Michigan 48062
David Kochan, Principal

Richmond Middle School
35250 Division
Richmond, Michigan 48062
Keith Bartels, Principal

Richmond High School
35320 Division
Richmond, Michigan 48062
Andrew Kastl, Principal

SEND VIA U.S. POST OFFICE AND ELECTRONIC-MAIL

Thursday, August 20, 2020

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Dear Board of Education Candidates,

On Tuesday, September 15th Richmond Community Schools will host a *Meet the Board of Education Candidates* event at 7:00 p.m. in the auditorium of Richmond High School. The event will be facilitated by a moderator (not yet finalized) and videotaped by *Richmond TV* to broadcast at a later date. Due to public health restrictions as it relates to COVID-19, the event will not be open to the public. Each candidate will be limited to two (2) guests for the event.

Guaranteed Learning for All Students!

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990, and Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Richmond Community School District that no person shall, on the basis of race, color, religion, military status, national origin or ancestry, sex (including sexual orientation), disability, age (except as authorized by law), height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or employment. Inquiries related to any nondiscrimination policies should be directed to the Superintendent, 35276 Division Road, Richmond, MI 48062, (586) 727-3565.

The format of the *Meet the Board of Education Candidates* event will begin with the candidates sitting on stage, socially distanced, and the moderator welcoming everyone. Prior to the event, candidates will draw numbers to determine who goes first and where they sit on stage. Beginning with the candidate that draws number “one”, each candidate will then be given three (3) minutes to introduce themselves and explain why they are running for the Richmond Board of Education.

Following introductory statements of each candidate, the moderator will ask candidates questions submitted in advance by community members. Candidates will have sixty (60) seconds to respond to the moderator’s question. Prior to the event, the moderator will review all questions submitted. If similar questions are submitted, the moderator may combine questions into one question that encapsulates the meaning of the questions submitted. Candidates will have an opportunity to respond to statements made by other candidates.

Once candidates have confirmed their attendance, the District will launch a *Meet the Board of Education Candidates* website and publish the event on its Facebook page. Each candidate is also asked to submit a digital photograph of themselves and an informational background sheet outlining who they are and why they are running for the Board of Education. The informational background sheet provided by each candidate will be published as a PDF link on the *Meet the Board of Education Candidates* webpage, exactly as submitted by the candidates. There will be no editing by the District. By submitting a photograph and/or informational background sheet, candidates are giving permission for the District to publish these items on the District’s website and promote the event on its Facebook page.

Also on the *Meet the Board of Education Candidates* website will be a link for community members to submit questions for the moderator to ask candidates during the *Meet the Board of Education Candidates* event. The link to submit questions will remain open until 11:59 p.m. on Friday, September 11, 2020.

All candidates and their guests will be required to complete a COVID-19 health screening questionnaire as well as a temperature check prior to entering the facility. Please remember to wear a facial covering. The facial coverings of the candidates may be removed during the time the candidate is speaking.

TO CONFIRM YOUR ATTENDANCE AT THE EVENT, PLEASE RESPOND BY FRIDAY, AUGUST 28, 2020, TO THE FOLLOWING EMAIL: bwalmsley@richmond.k12.mi.us. In your email response, please include the first and last names of your two (2) guests. Your digital photograph and informational background sheet should be submitted to the email listed above on or before Friday, August 28, 2020, when the website is launched.

If you have any questions, please feel free to contact me by calling my office telephone at (586) 727-3565, ext. 6005, or my cellular telephone at (586) 202-2022.

Sincerely,

Brian J. Walmsley, Ed.S.
Superintendent

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