

133 FILLING BOARD VACANCIES

The office of a School Board member becomes or is deemed vacant upon the occurrence of one of the following events:

- a) The death of the incumbent, or the incumbent's being found mentally incompetent by the proper court;
- b) The incumbent's resignation;
- c) The incumbent's removal from office;
- d) The incumbent's conviction of a felony or imprisonment for one (1) or more years, or for any offense involving a violation of the incumbent's official oath;
- e) The incumbent's election or appointment being declared void by a competent tribunal;
- f) The incumbent's ceasing to possess the legal qualifications for holding office;
- g) The incumbent's neglect or failure to file the oath of office or to give or renew an official bond, if required;
- h) The incumbent is absent from the territory of the District for a period of sixty (60) continuous days, unless such absence is due to active duty in the armed forces, in which case the vacancy shall be temporary for the remainder of the term or until the incumbent returns and files a notice of his/her intent to return to his/her unexpired term;
- i) The death or declination in writing of a person elected or appointed as a Board member before he/she qualifies or enters upon the duties of the office;
- j) Any other event which is declared by State Statute to create a vacancy, such as recall, pursuant to Wis. Stat. 9.10

Vacancies shall be filled through the application and Board selection process as described below. Such appointees shall hold office until a successor is elected and takes office.

When vacancies occur in the office of a Board member who is in the last year of his or her term, or when a vacancy occurs after the spring election but on or before the last Tuesday of November in the office of a Board member who is not in the last year of his or her term, the successor shall be elected at the next spring election.

When a vacancy occurs after the last Tuesday in November and on or before the date of the next spring election in the office of a Board member who is not in the last year of his or her term, the successor shall be elected at the 2nd following spring election.

Application/Selection Process to Fill a Board Vacancy

- A) The Board shall seek qualified and interested candidates from the community by posting a notice of the vacancy at all District facilities, and on the District website. Board members may also contact qualified electors to determine their interest in the vacancy. The posted notice will include the length of time for which the appointment is being made, the place and manner in which qualified electors may apply, and the deadline date for filing written applications. The length of the posting will be at least one week in order to allow all

interested parties to apply.

- B) Prospective applicants will be asked to submit a written application to the Board, in care of the Board Secretary at the District office. All applicants must be residents and qualified electors of the District. When making the appointment, Board members should consider the candidate's interest in and devotion to public education and willingness to give time and effort to the work. The written application should include the following information:
- 1) Reason(s) the candidate wants to serve on the Board
 - 2) Background qualifications and experiences relevant to the position
 - 3) Candidate's educational philosophy
 - 4) Candidate's general views regarding role of the Board and role of the District Administrator
 - 5) Candidate's general views on District strengths and areas that may need improvement
 - 6) Candidate's views about Board teamwork and Board/Administrator relationships
 - 7) Candidate's availability for Board duties

If one or no applications are received by the deadline, the deadline may be extended by a majority vote of the Board, or the one individual who applied may be considered. If the Board does not appoint the one individual who applied, the Board may choose to extend the deadline and solicit additional candidates, or the vacancy may alternatively be filled upon recommendation of the Board President and with a majority vote of the Board.

- C) Candidates for a vacancy on the Board shall be considered at an open meeting, unless there are exceptional reasons to consider the candidate in closed session pursuant to State Statutes. The Board will interview all individuals who have properly filed the specified application materials. Any interviews will take place at a properly noticed regular or special Board meeting. The order of candidate interviews will be determined by a random drawing of the candidate's name. During the interview, candidates will be asked to provide a statement on behalf of their candidacy and to explain their purpose in seeking a position on the Board. The Board may ask questions of the candidates.

Upon completion of the candidate interviews, the Board President will call for discussion by Board members only,

Board members will vote for one of the candidates using a signed written ballot as follows:

- 1) Board members shall submit a signed written ballot indicating their choice of candidate for appointment. The Board Secretary will tally the vote of each Board member. The candidate who receives the majority of votes cast shall be appointed to fill the vacancy.
- 2) If no candidate receives the majority of votes on the first ballot, then balloting

