

Agenda Topic: Resolution Approving a Process and Timeline to Fill a Vacant School Board Seat  
 Meeting Date: November 12, 2024  
 Contact Person: Chair Todd Anderson

Background:

Director Curtis Johnson’s resignation will create a vacancy on the school board for an at-large seat with a term expiring the first Monday in January 2026. State law requires a vacant seat to be filled by election or appointment.

The attached resolution outlines the process the school board will follow to appoint a director to serve the remaining unexpired term. A summary of the timeline for this process is below:

November 13, 2024 – 8:00 a.m.	Application period opens; candidates may apply online
November 27, 2024 – 4:00 p.m.	Deadline to submit applications
December 10, 2024	Board adopts a resolution filling the vacancy
December 11, 2024 – January 9, 2025	30-day window allowing for community petition Appointee must complete Acceptance of Office and Oath of Office paperwork
January 6, 2025 (first Monday in January)	Appointee’s term begins
January 14, 2025	First school board meeting in January; public oath administered to appointee

Recommendation:

It is recommended that the board adopt the Resolution Approving a Process and Timeline to Fill a Vacant School Board Seat.

  X   Action Required                             Informational – No Board Action Requested