

Unity School District - Board of Education Board Policy 133

Unexpired Term Fulfillment **Filling Board Vacancies**

Last Revised 8/16/2022

~~School Board members may resign or be removed from office as provided by Wisconsin Statute 17.26. When resignation or removal from office does occur, the remaining members of the Board shall appoint a replacement in accordance with Wisconsin State Statutes. The appointment will be made within five weeks of the acceptance of the resignation with the Board Policy and Programming committee acting as a nominating committee.~~

Vacancies on the School Board shall be filled in accordance with state law and in substantial compliance with the procedural guidelines outlined in this policy.

A qualified elector who is selected to fill a Board vacancy shall not take office unless and until he/she has taken and filed the oath of office. The oath shall be filed on or before any deadline that the Board establishes for the appointee to take office. Upon taking and filing the oath, the individual will file a campaign registration statement if required to do so by law.

APPOINTMENT GUIDELINES

During the 60 days immediately following the date on which a vacancy first exists, the Board may fill the vacancy only by an appointment made by a vote of the remaining members of the Board. Any such attempt to fill the vacancy shall be consistent with the following guidelines:

1. The District Administrator, or his/her designee, shall give notice of the vacancy to the public. The notice shall include a deadline for applying to fill the vacancy. The deadline shall be at least 7 days after the date that the notice is first placed on the District website.
2. Any qualified elector of the District who is interested in filling the vacancy may submit a letter of application (addressing qualifications and interest) to the office of the District Administrator. If no applications are received by the deadline, the Board President may direct the District Administrator to re-issue the solicitation of interest with the deadline extended by up to an additional 7 days. The Board President shall ensure that all Board members are informed of any such extension.
3. On or before the date of the Board meeting at which the Board considers the potential appointees, each potential appointee shall also submit a sworn declaration of eligibility to hold the vacant board seat.
4. If multiple candidates express interest and submit notice as defined by Board policy, the Board Policy and Programming Committee may interview all interested candidates to ascertain their qualifications at a properly noticed meeting and make recommendations to the Board of Education at a properly noticed meeting.

6. Unless a majority of the Board approves the use of a roll call or voice vote, the possible selection of an appointee to fill the vacancy will proceed with the use of signed, written ballots. A standard majority of votes cast shall be required to make an appointment, with any vote for "none of the above" counting as a vote cast.

7. Appointment by the Board to fill a vacancy shall be by a majority vote of the existing Board.

8. If the vacancy is not filled within sixty (60) days of the date on which the vacancy first exists, the Board President shall fill the vacancy by appointment.