

BOARD MEMBER RESIGNATION/BOARD VACANCIES

1. If a Board member wishes to resign, he/she must submit his/her resignation in writing to the Clerk of the School Board according to Wisconsin Statutes.

Resignations take effect at the time indicated in the resignation, or if no time is indicated, upon delivery of written resignation.

2. Public notice shall be given of the vacancy, which specifies the necessary qualifications for being a Board member and the procedure by which candidates are to inform the district of their interest in being considered for such an appointment. At least two-weeks shall be given from the date of notice to the date on which individuals are to express interest in the appointment. Individuals desiring consideration must file a written declaration of interest with the Superintendent by the date specified in the notice. They may file documentation in support of their candidacy.
 3. The members of the Board of Education shall meet in open session to review qualifications of all who have indicated their interest by having responded to item number two (2) above. Such interested persons may also be given the opportunity to make any statement they wish to make on behalf of their candidacy at a meeting of the Board.
 4. Appointment of the new Board member shall be by election using signed paper ballot and by majority vote of the remaining members of the Board who are present and voting at a legally called session of the Board.
 5. Date of Election
 - a. If a vacancy occurs in the office of a Board member in the last year of his or her term (i.e., in an office at stake in the next election), the successor shall be elected at the next spring election.
 - b. If a vacancy occurs after a spring election (the first Tuesday in April) but on or before the last Tuesday in November in the office of the Board member who is not in the last year of his or her term, the successor shall be elected at the next spring election.
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- c. If 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 second following spring election, and the appointee shall serve in the interim period.

The appropriate number of candidates receiving the highest number of votes fills the regular terms up for election, while the un-expired terms are filled by the appropriate number of candidates receiving the next highest number of votes.

LEGAL REF: WI. ST. 17.01, 17.03, 17.035, 17.26, 120.06 (12)

Adopted: _____

Last Revision: January 9, 2008

Last Review: September 14, 2016
