

Mounds View Public Schools Board Governance Policy

BG-0113 Procedures for Filling a Board Vacancy

Vacancies on the School Board will be filled in accordance with Minnesota Statutes which stipulate they be filled by Board resolution at a regular or special meeting after the Board has declared such vacancy exists.

To secure qualified candidates and provide for an orderly process in filling a vacancy on the Board, this procedure will be used:

1. When a vacancy on the School Board occurs, the School Board will make public announcement of such a vacancy, no later than the first regular School Board meeting following notification of vacancy and request that persons interested in being considered for a vacant position on the School Board apply at the Superintendent's office.

The School Board will establish an application period of not less than two weeks nor more than four weeks and will have clearly stated beginning and closing dates.

2. Interested persons will complete an Application for Vacant School Board Position and will have the option of providing whatever additional information they feel will be helpful in the appointment process. The completed applications will be given to each School Board member.

3. The School Board will interview each applicant at a public work session.

4. The appointment will be made at the next regularly scheduled School Board meeting or a special meeting of the School Board, using the following procedure:

If the number of applicants exceeds three, one or more votes will be taken to limit the field to three. Each School Board member must vote for three candidates in this initial process. When the field is limited to three, another vote or votes will be taken, each School Board member having one vote. When any applicant secures a simple majority vote of the quorum, the appointee will have been determined.

5. The appointment will be evidenced by a resolution adopted by the School Board and entered into the School Board minutes and will continue until an election is held under Minnesota Statutes Section 123B.09, Subd. 5.

Rationale:

The School Board will be bound by state laws or statutes.

References:

M.S. 123B.09, Subd. 3-5

Notes:

Adopted: June 25, 2002

Reviewed: March 9, 2021