

Vacancies on the School Board shall be filled in accordance with WI statutes 17.26.

Appointment Guidelines:

If a majority of the Board is still seated (at least three members on a five-member board), the Board shall fill the vacancy using the following guidelines:

- A notice of any vacancy will be published at least on the District's website and where routine District public notices are posted. The notice shall include a deadline for applying to fill the vacancy.
- Any qualified, interested prospective candidate shall review the policies on Board Member Qualifications and submit a letter of interest to the school board president prior to the deadline given. Applications received by the specified deadline are assured consideration.
- All letters of interest submitted will be placed in the meeting packet for review.
- 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.
- The Board shall consider all the identified potential appointees at a properly noticed meeting of the Board. This shall be an open meeting. Each potential appointee shall be given the opportunity to make a statement in support of his/her possible appointment to serve on the Board. The Board may ask questions of one or more of the potential appointees.
- The person appointed shall hold office until a successor is elected at the next regular board election.

Vacancies Remaining Unfilled for More Than 60 days:

Appointment by the Board to fill a vacancy shall be by majority vote of the existing Board. If the vacancy is not filled within sixty (60) days of the date on which the vacancy first exists, the Board will attempt to fill the vacancy using the following procedure:

1. If a duly-elected successor (i.e., elected at a Spring Election) will be taking office in the seat that is currently vacant within the next 60-day period that follows the initial 60-day period of the vacancy, no other appointee shall serve in the vacant seat in the interim.
2. If the vacancy is not filled by the duly-elected successor in office pursuant to the previous paragraph, then the Board shall attempt to appoint a qualified elector to fill the vacancy by majority vote.

A qualified elector who is selected to fill a Board vacancy shall not take office unless and until he or she has taken and filed the oath of office.

Temporary Vacancies for Military Leave: If a board member enters the armed forces of the United States and removes himself or herself temporarily from the school district, such temporary removal shall constitute a temporary vacancy of office.

Temporary vacancies shall be filled as other vacancies are filled, except that no election need be held to fill any part of a temporary vacancy. The term of the person appointed shall not extend beyond the expiration of the term of the board member who entered federal service. In the event the original board member completes the federal service and returns to the district during his or her original term of office, the board member may file with the clerk of the district or municipality, within 40 days of completing the federal service, a statement under oath that the federal service has terminated and that the board member elects to resume office. Upon the filing of the statement the term of the temporary board member shall cease, and the returning board member shall be entitled to resume the duties of the office.

LEGAL REF.: 11.0202(1), 17.01 (13), 17.03, 17.035, 17.17(5), 17.26, 17.035, 17.17(5), 17.26, 19.01, 59.23(2)(s), 120.12, 120.05(1)(d), 120.06(10), 120.12(28), 120.17(1) Wisc. Statutes

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