

Board member vacancies shall be filled within 30 days from the effective date of a resignation or other event (except a vacancy occurring by recall election), which causes a vacancy to exist. The vacancy shall be filled with a legally qualified person who is appointed by a majority vote of the remaining members of the Board at a regular or special meeting of the Board.

Persons appointed to fill a vacancy shall file acceptance of the office, including an affidavit of eligibility, with the Secretary of the Board and shall take the oath of office prescribed by law. The appointee shall hold office until December 31 of the year in which the next school board election is held. If wishing to remain on the Board for longer than that date, the appointee must stand for election in the next annual school election either for the remainder of the unexpired term or for a new term.

Resignations are effective without acceptance or approval by the Board.

Process

When a vacancy on the Board occurs, the Board, in filling the vacancy, shall use the following procedures:

- (a) The Board President, through public announcements in the news media, shall make known the vacancy has occurred and those persons interested in being considered for appointment should notify the Secretary of the Board by the deadline established by the Board,
- (b) The Board shall establish the criteria used in making the appointment,
- (c) The full Board, or a committee appointed by the Board, shall review and screen applications to determine which candidates should be further considered for appointment. The full Board will do candidate screening in public session unless the candidate requests confidentiality, as provided in state law,
- (d) Those candidates screened for further consideration shall be interviewed by the Board in public session, and
- (e) The Board, by roll call vote of a majority of those elected, appointed, and serving, shall determine which candidate shall be appointed to fill the vacancy.

Section 1000 – Board Bylaws

1170 Board Position Vacancies

1170-2

Approved: June 29, 2009

Revised: January 22, 2013

LEGAL REF: MCL 15.261-15.275 (Michigan Open Meetings Act); 168.309-311; OAG, 1977-1978, No 5262, p 338 (January 31, 1978); OAG, 1983-1984, No 6124, p 36 (February 9, 1983)