

Filling Board Vacancies

If a vacancy occurs on the Board due to the death, resignation, removal from office of the incumbent or other just cause as outlined by state law, the vacancy shall be filled by an appointment made by the remaining members of the Board. Appointed Board members shall serve a term of office as specified by law.

Public notice of a Board vacancy shall be given by the district administrator, or his/her designee. Any qualified elector of the district may contact the Board to express an interest in filling the vacancy. A deadline for filing a letter of application for the vacancy shall be specified in the vacancy notice. Along with the application, prospective Board members should provide a short resume outlining their qualifications.

Candidate(s) for a vacancy on the Board shall be considered at an open meeting, unless there are exceptional reasons to consider the candidate(s) in closed session. The Board may consider candidate(s) in a closed session, only if the discussion involves financial, medical, social or personal histories or disciplinary data which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the candidate(s). A majority vote shall be required for all appointments to the Board. If there is a tie in the vote for appointing a candidate, the Board shall require the final candidates to answer at least two board-generated questions for further consideration. After receiving or hearing the answers from the candidates, the Board would take another vote. If there is still a tie in the vote for appointing a candidate, the tie shall be broken by drawing one of the candidate's names from a hat.

The candidate appointed to the vacancy shall, pending acceptance and filing the oath of office, be seated on the Board.

LEGAL REF.: Sections 17.03 Wisconsin Statutes
 17.26
 19.01
 120.06(4)

APPROVED: October 17, 1988

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