

2311 BOARD MEMBER VACANCIES

The Grand Island Public Schools Board of Education will address any vacancy that may occur in their number. A vacancy occurs upon the happening of any one of the following events at any time before the expiration of a board member's term of office:

- resignation of the incumbent;
- death of the incumbent;
- removal of the incumbent from office;
- decision of a competent tribunal declaring the office of the incumbent vacant;
- incumbent ceasing to be a resident of the school district;
- failure to elect at an election when there is no incumbent to continue in office until his or her successor is elected and qualified;
- the candidate who received the highest number of votes is ineligible, disqualified, deceased, or for any other reason unable to assume the office for which he or she was a candidate;
- conviction of a felony or of any public offense involving the violation of the oath of office of the incumbent, or
- unless excused by a majority of the remaining members of the board, when a member is absent from the school district for a continuous period of sixty days at one time or from more than two consecutive regular meetings of the board.

Unexcused Absences

Absences from board meetings will be counted as excused if the board member has notified the superintendent or board president prior to the meeting that the member is not able to attend. In the case of an unplanned absence, the absence will still be excused if the member notifies the superintendent or board president within 24 hours following the meeting that the member wishes to have the absence allowed as "excused". Absences not so notified, and any absences following two consecutive excused or unexcused absences will be counted as unexcused unless the board, by majority resolution, votes at the regular meeting in which the absence occurs to specifically count it as an excused absence. Following any regular meeting at which a member is recorded as having a second consecutive unexcused absence, the board president will notify that member of the situation in writing.

Filling a vacant Board position

The resignation of a board member or any other reason for a vacancy shall be made a part of the minutes of the school board. The school board shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term (a) in writing to the election commissioner or county clerk and (b) by a notice published in a newspaper of general circulation in the school district. A vacancy in the membership of the school board resulting from any cause other than the expiration of a term shall be filled by appointment of a qualified registered voter by the remaining members of the board for the remainder of the unexpired term. The registered voter appointed shall meet the same requirements as the member whose office is vacant. If the school board fails to fill a vacancy on the board, the vacancy may be filled by election at a special election or school district meeting called for that purpose. Such election or meeting shall be called in the same manner and subject to the same procedures as other special elections or school board meetings.

The board will post the vacant position and request applications for the vacant position. Interviews will take place before the full board in open session with questions developed by the board. After a

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nomination has been made by a motion and a second, and then discussion; the board will vote by roll call vote in open session until a single candidate is identified.

Unless otherwise provided by law, all vacancies shall be filled within forty-five days after the vacancy occurs unless good cause is shown that the requirement imposes an undue burden.

Legal Reference: Neb. Rev. Stat. §32-560
 Neb. Rev. Stat. §32-570
 Neb. Rev. Stat. §32-574
 Neb. Rev. Stat. §84-1410(1)(f)

Guidelines for Filling a Board Vacancy (attached)

Policy Adopted 3/1/76

Policy Revised 7/8/91

Policy Revised 4/1/96

Policy Revised: 12.14.2017

Policy Revised: 07.08.2021

2311.1 - Board Vacancy Procedures

Vacancies Appointment

To carry out the appointment process as described in law,

1. The board may appoint someone to fill the vacancy and/or open the process to applications by the board president/superintendent issuing a notice of vacancy to the Election Commissioner's office and local news media.
2. The board then issues a request and accepts applications from interested and qualified registered voters of the district and/or vacant ward.
3. The notice should reflect an appropriate deadline for applications to be submitted to the board, and a timeline and description of how the vacancy will be filled.

Applications

1. A fillable online form (also can be delivered in person or mailed) is made available. [Applicant Form](#)
2. Applications have to be received by the set deadline 4:30pm (central time)
 - By email
 - By mail (must be in the administration office by deadline; not just postmarked)
 - Delivered in person
3. Hall County Election Commissioner needs to validate all applicants are qualified applicants for the ward(s) with the vacancy.
4. Each applicant will be notified of their time for interview.

Questions

1. Each board member will ask one question (one board member will ask two). [Applicant Questions](#)
2. The questions need to be asked in the same manner for each applicant to insure consistency in the interview process.
3. The Board President will start with the ice breaker and handle the wrap up.
4. The Wrap up will include additional information about the November election and how it will impact the appointment.

Nomination and Elections

1. Prior to the interviews, the BoE members will have a workshop to discuss the questions and rubrics -- emphasize -- rubrics are not shared with anyone else.
2. After all interviews, the President will call for nominations. Any board member can nominate an applicant...there is a potential for multiple nominations (each board member can nominate a different candidate). A second is required for each nomination.
3. If an applicant is nominated by a Board member, no other Board member needs to nominate the same applicant.
4. Once all nominations are made, the President will call for a close of nominations.
5. Discussion will occur -- focusing on positive aspects of the nominees.
6. The board will vote by roll call vote in open session and the nominee receiving the most yes votes will be appointed to the vacant
7. The Board President will call the applicant with the most yes votes and confirm they are still interested in being on the board. If yes, the appointment is complete. If no, the Board of Education will need to vote again.
8. The newly appointed Board member will take the oath of office at the next regularly scheduled Board of Education meeting.

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Adopted: 07.08.2021