

Board member vacancies shall be filled within 20 days, or 30 calendar 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 the next annual school election.

If a majority of the positions are vacant at the same time, the remaining members shall immediately call a special election to fill the vacancies.

Resignations are effective without acceptance or approval by the board.

When a vacancy on the board occurs, the following procedures shall be used by the board in filling the vacancy:

- (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 to be applied 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. Screening by the full board shall be done in public session;
- (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 and serving, shall determine which candidate shall be appointed to fill the vacancy.

Approved: April 20, 2007

LEGAL REF: MCL 380.1102-1104; 15.261-15.275 (Michigan Open Meetings Act); AG Opinion #5262, #6124A, #5286