

THE BOARD OF DIRECTORS

Board Vacancies

When a vacancy occurs on the board, it is in the best interests of the district to encourage able citizens to consider becoming a school board member. To that end, the following procedures shall be used to identify and appoint citizens to fill board vacancies:

1. Announcement of the vacancy and the procedure for filling the vacancy shall be made through general news media, as well as in general district publications to the community.
2. All citizens shall be invited to apply for the position provided that the applicants shall be residents of Everett Public Schools and registered voters.
3. The board secretary shall notify all applicants by sending them a summary of school director responsibilities and soliciting from each a biographical sketch, as well as a statement about the applicant's interest in being a school board director. Upon their request, the board secretary shall provide candidates with orientation information.
4. The board shall evaluate candidates' qualifications in executive session.
5. If there are more than five candidates, the board shall select for interviews the five whose prior experience and expressed interest suggest that they will be most able to contribute breadth of view to the board's deliberations, as well as effectively represent a large segment of the community.
6. The board shall individually interview the finalists in open session and may deliberate about the candidates' qualifications in executive session.
7. The board shall appoint in open session the candidate who in the judgment of at least three members of the board is most likely to contribute to the growth and development of the district's educational programs and operations.
8. The board secretary shall prepare for the signatures of all board members a letter thanking all candidates for applying for the position and commending them for their interest in Everett Public Schools.

Cross Reference: [Board Policy 1115](#) Board Vacancies

Adopted: September 1981
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