

Attachment A

122.1 Filling of Vacancies

- a. It is the policy of the Anchorage School District to have Board vacancies filled by the community through a public election whenever possible. In the event of a vacancy on the Board for any reason (i.e., resignation, removal, or death of a member) which does not allow for a public election, the remaining Board members shall appoint a replacement within thirty (30) days as provided herein. The replacement shall be sworn in at the first Board meeting following his/her appointment and shall serve until the next regular public election, when a successor shall be elected to serve the balance of the term. No replacement need be appointed if the vacancy occurs for a seat which will be up for election within thirty (30) days.

A vacancy exists when a position on the Board is no longer occupied by a Board member. A successor to the Board member shall not be selected until a vacancy occurs. Under no circumstances shall the incumbent participate in the deliberations or voting process in the selection of the incumbent's successor.

(Section 122.1 (a) Approved September 11, 1989)

- b. Within five (5) calendar days of the ~~receipt of notice of a~~ vacancy, the Board shall advertise in the local media the following information:
 - (1) The existence of the vacancy.
 - (2) The length of the unexpired term and the length of the term for which appointment is to be made prior to the next regular public election.
 - (3) The qualifications for the office: the candidate must be a registered voter; at least 18 years of age; and a resident of the Municipality of Anchorage. The applicants will be provided with information about School Board service and a copy of the Public Official Financial Disclosure Requirements, which will be due within thirty (30) days of taking office.

(4) That applications for the vacant seat must ~~may~~ be submitted to the Office of the Superintendent.

(5) That applications shall include the applicant's name, home and mailing address, phone numbers, occupation, a background resume, and a statement of the reasons why the applicant wishes to become a member of the Board. The application shall also include a question asking whether the applicant has ever been convicted of, admitted to committing, or is awaiting trial for any crime involving moral turpitude.

The application may also include other information which the applicant deems pertinent (including recommendations of registered voters and/or community organizations, etc.). If more than one vacancy exists, the application must indicate which seat the applicant seeks to fill.

(6) The date and time by which applications must be received.

c. The Board shall accept applications for fourteen (14) calendar days following the initial advertisement of the vacancy (or the first business day thereafter if the 14th day would occur on a Saturday, Sunday, or legal holiday). All applications shall be forwarded to the Municipal Clerk's office as soon as received for verification of the applicant's qualifications.

At the close of the fourteen (14) day application period, the Board shall announce to the public the names of all applicants. If no properly complete applications are received within the application period, then any member of the Board may place a name in nomination either by written notice to the other Board members prior to the special meeting described in Section (d) or by placing a name in nomination at that meeting. If more than one vacancy exists, each nomination shall be for a specific seat.

d. Within eleven (11) ~~seven (7)~~ calendar days after a deadline for applications, the Board shall hold a special meeting for the purpose of filling the vacancy. Each candidate shall be allowed an equal amount of time to make an oral

presentation, if he or she desires. Candidates may be questioned by the Board.

- ~~e. — After all applicants have addressed the Board, the floor will be opened for nominations. Board members may nominate applicants, one at a time. Each Board member may nominate as many applicants as he or she wishes. However, no Board member will be permitted to nominate a second person until all other Board members have had an opportunity to make a first nomination, and no Board member will be permitted to nominate a third until all other Board members have had an opportunity to make their second nomination, and so on.~~
- ~~f. — No second is required for a nomination. However, one or more members may second a nomination to show support.~~
- ~~g. — When all nominations desired by all of the Board members have been made, the chair will ask for consent to close the nominations.~~
- ~~h. — After the nominations have been closed, the floor will be opened to debate.~~
- e.i. — After discussion by the Board, the Board members will receive a written ballot with the names of all candidates. When there is no further debate or discussion, the names of all candidates who have been nominated will be written on individual pieces of paper, which will be put into a hat. The ballots will be labeled with each Board member's name. Board members may vote for as many candidates as they would like. The School Board secretary and the Board President will count the ballots and announce the results.
- ~~j. — The secretary shall draw names from the hat one at a time. As each name is drawn and announced, a public vote on the candidate whose name is drawn shall be taken and recorded.~~
- ~~k. — After all of the names have been drawn from the hat and voted upon, the chairman shall announce the candidate or candidates which received the greatest number of votes, but at least four. If there is only one such candidate, that candidate shall be the appointment of the Board to the vacant seat under consideration.~~

~~f. h.~~ If, after the first round of voting, no candidate receives more than three votes, Board members may nominate any willing applicant present even if they had applied for other specific seats.

~~g. f.~~ All candidates receiving at least four (4) votes in the first round of voting will advance to the second round.

~~h. l.~~ In the second round of voting, if there is a tie among two or more candidates with the greatest number of votes (but at least 4), all other candidates shall be eliminated; and the procedures outlined above ~~in sections i, j, k, and l~~ shall be repeated until there is only one candidate receiving the greatest number of votes (but at least 4).

~~m.~~ If, after the first round of voting, no candidate receives more than three votes, a Board member may nominate any willing applicant present even if they had applied for other specific seats.

If, after this second round of voting, no candidate still receives more than three votes, the matter will be opened for debate and then another vote on all candidates nominated will be taken.

~~n.~~ At any time during this special meeting, the Board may recess into executive session.

~~i. o.~~ If at any time the membership of the Board is reduced to fewer than a quorum (i.e., less than four (4) members), the remaining members, within seven (7) days, shall appoint a number of qualified persons sufficient to constitute a quorum.

(Section 122.1 e, f, and g - Revised February 1, 1993.)

(Section 122.1 h, i, j, k, l, m, n, and o - Approved February 1, 1993.)