



# Chittenden Central Supervisory Union

## School Board Vacancies Policy B8

The following policy shall be used to fill a vacancy or unexpired term on a school board. When a school board member (officer) resigns, dies, becomes incapacitated, or removes residency from the district, the position shall be considered vacant.

### **Prudential Committee: Essex Junction School District**

The Prudential Committee shall fill a vacancy by appointment, in writing, until the election of a successor at the next annual meeting. At the annual meeting, the voters shall fill the vacancy for the remainder of the term. All appointments to the Prudential Committee shall be filed and recorded in the office of the clerk-treasurer. No person shall be appointed to fill a vacancy in the Prudential Committee who would not be eligible for election to such office.

### **Westford School District**

Within 30 days of the creation of the vacancy, the Westford School Board shall, by majority vote of those present and voting, appoint a qualified person to fill the vacancy until an election is held at a special or annual meeting. A record shall be made of the appointment in the office of the town clerk.

If there are vacancies in a majority of the members of the Westford School Board at the same time, the vacancies shall be filled by a special School District meeting called for that purpose. The remaining Board member or members are authorized to draw orders for payment of continuing obligations and necessary expenses until a majority of the vacancies is filled.

If there are no Westford School Board members in office, the secretary of state shall call a special election to fill any vacancies and for that interim shall appoint and authorize the Westford Town School District clerk or other qualified person to draw orders for payment of continuing obligations and necessary expenses until a majority of the vacancies is filled.

### **Essex Union High #46 (U-46) School Board**

Vacancies on the U-46 Board shall be filled according to which district the member represented, either the Essex Junction School District or the Essex Town School District. If the member represented the Essex Junction School District (Essex Town School District), the clerk of the U-46 Board shall notify the Prudential Committee (Essex Town School Board). Within 30 days of receipt of that notice, the Prudential Committee (Essex Town School Board) shall appoint a person who is eligible to serve on the U-46 Board until an election at a special or annual meeting of the school district is held.

If there are vacancies in a majority of the members of the U-46 Board at the same time, the remaining member(s) is authorized to draw orders for payment of continuing obligations and necessary expenses until a majority of the vacancies are filled. If there are no members in office, the secretary of state shall appoint and authorize the U-46 clerk or other qualified person to draw orders for payment of continuing obligations and necessary expenses until a majority of the vacancies is filled.

### **CCSU Board**

Vacancies on the CCSU Board shall be filled by appointment by the school board of the school district—Essex Junction, Westford, or U-46—which was represented by the vacating board member. The person so selected shall serve for the duration of the term vacated.

*References: Section 2.3, Comprehensively Revised Charter of the Essex Junction School District  
Vermont statutes, Title 16 Section 424 and Title 16 Section 706 1(b) and Title 16 section 262 (c)*

Adopted:

First Reading: September 22, 2008

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