

# LODI UNIFIED SCHOOL DISTRICT

## Bylaw 9223

### Bylaws of the Board

#### Events Causing a Vacancy

A vacancy on the Board of Education may occur for any of the following events.

1. The death of an incumbent
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term.
3. A Board member's resignation

A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A board member may not defer the effective date of his/her resignation for more than 60 days after he/she files the resignation with the County Superintendent.

4. A Board member's removal from office, including recall
5. A Board member's ceasing to be an inhabitant of the state or resident of the district

A vacancy on the Board also occurs when a Board member ceases to inhabit the trustee area which he/she represents on the Board.

6. A Board member's absence from the state beyond the period allowed by law without the permission required by law

No Board member shall be absent from the state for more than 60 days, except in any of the following situations:

- a. Upon business of the school district with the approval of the Board
- b. With the consent of the Board for an additional period not to exceed a total absence of 90 days

- c. For federal military deployment not to exceed six months as a member of the armed forces of the United States or the California National Guard  
If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the Board may appoint an interim member to serve in his/her absence.
  - d. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board for an additional period not to exceed 30 days.
7. A Board member's ceasing to discharge the duties of his/her office for the period of three consecutive months, except when prevented by sickness or when absent from the state with the permission required by law.
  8. A Board member's conviction of a felony or any offense involving a violation of his/her official duties or conviction of a designated crime resulting in a forfeiture of office.
  9. A Board member's refusal or neglect to file his/her required oath or bond within the time period prescribed.
  10. The decision of a competent tribunal declaring void a Board member's election or appointment.
  11. The making of an order vacating a Board member's office or declaring the office vacant when the offer fails to furnish an additional or supplemental bond.
  12. A Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final.
  13. A failure to elect when either no candidate or an insufficient number of candidates have filed to run for a Board seat(s).

### **Timeline for Filling a Vacancy**

1. When a vacancy occurs less than four months before the end of a Board member's term, the Board shall take no action.

2. When a vacancy occurs four or more months before the end of a Board member's term, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below.
3. When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which he/she was elected to fill.

### **Provisional Appointments**

In order to draw from the largest possible number of candidates, the Board shall advertise in the local media to solicit candidate applications or nominations. A committee consisting of less than a quorum of the Board shall ensure that applicants are eligible for Board membership and announce the names of the eligible candidates. The Board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

### **Notice and Duration of Provisional Appointment**

Within 10 days after the appointment is made, the Board shall post notices of the vacancy or resignation and the provisional appointment. The notice shall be published in the local newspaper and posted in at least three public places within the district.

The notice shall contain:

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation
2. The full name of the appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent of Schools within 30 days of the provisional appointment, it shall become an effective appointment

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

### **Appointment Due to Failure to Elect**

When a vacancy occurs because no person or an insufficient number of candidates have been nominated (i.e., a failure to elect), and a district election will not be held, the board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election.

When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment.

The procedure for selecting and interviewing candidates shall be the same as the procedures for "Provisional Appointments," as specified above.

Legal references:

Education Code

5000-5033 Elections

5090-5096 Vacancies

5200-5208 Districts governed by boards of education

5300-5304 Elections

5320-5329 Order and call of election

5340-5345 Consolidation of elections

5360-5363 Election notices

5420-5426 Cost of elections

35107 Eligibility of board members

35189 Resignation with deferred effective date

Elections Code

10600-10604

11381-11386 Candidates for recall

Government Code

1064 Absence from state

1770 Vacancies: definition

3000-3002 Forfeiture of office

3060-3074 Removal other than by impeachment

6061 One time notice

50950-54963 The Ralph N. Brown Act

Penal Code

88 Bribery, forfeiture from office

United States Code, Title 18

704 Military medals or decorations  
Attorney General Opinions  
58 Ops.Cal.Atty.Gen. 888 (1975)

Bylaw  
adopted: 11/02/76  
revised: 02/18/97  
revised: 06/03/03 (technical revision)  
revised: 05/19/09