

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

<b>DATE ADOPTED:</b> January 17, 1991	<b>FILE SECTOR:</b> BOARD GOVERNANCE & OPERATIONS
<b>DATE REVISED:</b> June 19, 1997	
<b>DATE REVISED:</b> December 21, 2000	<b>POLICY TITLE:</b> UNEXPIRED TERM FULFILLMENT
<b>DATE REVISED:</b> October 17, 2002	
<b>DATE REVISED:</b> December 17, 2009	
<b>DATE REVISED:</b> November 19, 2015	

If a vacancy occurs on the Medford Area Public School District Board of Education, it may be filled by the appointment made by the remaining members of the board of education. The appointment shall continue until an election can occur as follows:

1. When a vacancy occurs in the office of a board of education member who is in the last year of his or her term, or when a vacancy occurs after the spring election but on or before the last Tuesday in November in the office of a board of education member who is not in the last year of his or her term, the successor shall be elected at the next spring election.
2. When a vacancy occurs after the last Tuesday in November and on or before the date of the next spring election in the office of the board of education member who is not in the last year of his or her term, the successor shall be elected at the 2nd following spring election.

In fulfilling the term by appointment, the board of education, whenever practical, shall adhere to the following guidelines:

1. The board of education shall publish a notice of the vacancy as soon as possible in the official newspaper.
2. The board of education shall not act on the fulfillment of the unexpired term until at least two weeks subsequent to the appearance of the notice of vacancy in the official newspaper.
3. The appointment will take place at an open meeting of the board. The action taken shall be recorded in the board minutes. Within eight days of the appointment the clerk shall notify the person of the appointment. The appointment shall be deemed accepted unless the person files a written refusal with the clerk within 5 days of notice. The appointed member shall officially become a member of the board when the official oath has been administered and filed.

**CROSS REFERENCE: BBB, BBBB, & BD**

**LEGAL REFERENCE: Sections 17.03, 17.035, 17.26(3), 19.01, 120.06(4)(12) & 120.06(10) Wis. Stats.**