

# Multnomah Education Service District

Code: **BBC-AR**  
Adopted: 9/20/94  
Revised/Reviewed: 10/18/05; 11/16/10

## Selecting Board-Member Candidates to Fill Vacancies

There is no statutory provision for selecting potential candidates to fill a vacant Board position. However, there are statutory qualifications. Citizens applying for vacant positions must be registered voters and residents of the MESD district for one year immediately preceding the appointment. (ORS 334.090(5)).

The Board will choose from the following four commonly used methods to fill vacancies:

1. Citizens from within the MESD boundaries are asked to give their names to the Superintendent or designee within a specified time. The Board then screens the applicants and selects from all who apply.
2. The Board may appoint a committee to select and submit two or three names to the Board for final action. The Board also should receive a list of all candidates from which the committee made its final selection. Nominees' willingness to serve shall be determined in writing on a signed letter before final Board action.
3. If an advisory committee is functioning, it may be instructed to carry on a screening process and submit recommendations to the Board. Nominees' willingness to serve shall be determined in writing on a signed letter before final Board action.
4. The Board may develop an alternate selection process, as time and necessity dictate.

### Electing A Replacement

The Board's final selection of a replacement must be made in a public meeting with the name of each Board member and how each voted recorded in the minutes.

### Term of Office for Replacements

An election must be held on the next Board member election date to fill the unexpired term of vacancy. A person selected by the Board to fill a vacancy serves only until the following June 30, unless subsequently elected by the voters to fill the unexpired term.

There is a special statutory provision for the Secretary of State to develop a procedure for county clerks to follow which provides for nomination of candidates to fill vacancies that occur after the filing deadline, but before the Board member election date. If the timing of the vacancy is such that a replacement cannot stand for election at the district's next Board member election, then the person selected by the Board to fill a vacancy serves until following the subsequent Board member election date. (ORS 334.090(9)).

School district elections are held in each odd-numbered year on the third Tuesday in May. (ORS 255.335, 334.090)