- 1. A public notice of the vacancy shall be filed with the District's official newspaper(s).
- 2. Candidates shall file a Board approved application and declaration of candidacy by an elector with the Board by the deadline set by the Board, and the remaining Board members by majority vote shall elect a person to fill the vacancy.
- 3. Prospective candidates shall be interviewed by the Board at a regular or special Board meeting. If no persons have filed credentials by the closing of the nomination period, that nomination period shall be extended for two weeks.
- 4. At a regular or special Board meeting, names of all persons who have properly filed credentials for the position are placed on paper ballots. Each Board member shall sign his/her ballot. After counting the votes, the Board clerk or designee:
  - a. reports the vote tally to the president, and
  - b. records the numerical round of balloting on the ballots and enters them into the public record, and
  - c. balloting continues until a candidate receives a majority of votes. Discussion may occur between ballots.
- 5. Balloting is limited to two (2) times the number of candidates. If no candidate is elected, the voting process will be repeated at the next meeting with the names of all persons who filed the declaration of candidacy prior to the deadline.

Ref: Wisconsin Statute 120.42(3)
Wisconsin Statute 17.26(1)
Wisconsin Statute 17.03

Approved: 01/19/98 Revised: 02/15/10