

## **CITRUS COMMUNITY COLLEGE DISTRICT BOARD**

### **AP 2110 VACANCIES ON THE BOARD**

References: Education Code Sections 5090 et seq.;  
Government Code Sections 1770 and 6061

#### **Posting the Vacancy**

When the Board of Trustees determines to fill the vacancy by appointment, the College Superintendent/President shall assure that there is ample publicity to and information for prospective candidates. Publicity shall include posting in three public places in the District and at least once in a newspaper publication of general circulation. The posted notice of vacancy shall include directions regarding applications or nominations of legally qualified candidate. Persons applying must meet the qualifications required by law for members of the Board of Trustees.

#### **Applying for an Appointment**

Persons applying for appointment to the Board of Trustees shall receive a letter from the College Superintendent/President containing information about the College and the Board of Trustees, including a candidate information sheet to be completed and returned by a specific date.

#### **Candidate Interviews**

The Board of Trustees may request personal interviews with candidates. Interviews will be conducted in a public hearing scheduled for that purpose. Each member of the Board of Trustees will review all candidate information sheets, with final selection made by a majority vote of the members of the Board of Trustees at a public meeting called for that purpose.

#### **Provisional Appointments**

Whenever a provisional appointment is made, the Board of Trustees shall, within ten days of the provisional appointment, post notices of both the actual vacancy or the filing of a deferred resignation and the provisional appointment in three public places in the District. It shall also publish a notice at least once in a newspaper of general circulation. The notice shall state the fact of the vacancy or resignation and the date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation. It shall also contain the full name of the provisional appointee to the Board of Trustees, the date of appointment, and a statement that unless a petition calling for a special election, containing a sufficient number of signatures, is filed in the Office of the Los Angeles County Superintendent of Schools within 30 days of the date of the provisional appointment, it shall become an effective appointment.

A provisional appointment confers all powers and duties of a Board member upon the appointee immediately following his or her appointment.

**Terms of Office**

A person appointed to fill a vacancy shall hold office only until the next regularly scheduled election for Board members.

Board Approved	03/17/09
Desk Review	01/18/12
Desk Review	05/13/15
Desk Review	10/21/15
Desk Review	03/14/19