

# PLACER COUNTY BOARD OF EDUCATION

## TIMELINE TO FILL VACANCY, AREA 4

### **Advertise the Opening**

- Press Release
- Social Media
- Website

### **Application**

Open application period: Friday, December 17, 2021

Deadline to apply: Monday, January 24, 2022 by 5 p.m.

A resume is required.

### **Process for Interviews**

If less than 5 applications are received, all candidates will be interviewed.

If more than five applications are received:

- The County Board of Education will meet at their regular meeting on February 10, 2022 to identify the top candidates for interview.
- The County Board of Education will interview and make an appointment at a Special February 17, 2022 Board Meeting.
- If a candidate is not selected for an interview, they may attend the meeting and advocate for themselves for consideration.
- Depending upon the number of candidates screened in, the County Board will determine the time allotment for interviews.

### **Sample Interview Questions**

1. What is the basic purpose of public schools?
2. What would you like to accomplish and what is your highest priority, and why? Please summarize the strength(s) you would bring to the board.
3. You are one vote on a collective board of seven. The board has one collective voice although there may be differing ideas/opinions. How do you support board decisions in the community?
4. The county board and county superintendent are both elected officials and have separate and at times overlapping responsibilities. As a board member, how would you work collaboratively with the county superintendent?

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### **Meeting Conduct**

All County Board discussion and actions will take place in open session.

The County Board will deliberate and vote on desired candidate.

The County Superintendent will administer the Oath to the new Board Trustee at the meeting.

### **Board Bylaw 9223 – Filling Vacancies:**

- Applicants may be requested to make a presentation to the County Board at a date and time selected by the County Board.
- Any presentation to the County Board may be limited to 15 minutes and County Board members will have an opportunity to ask questions during the presentation.
- Any presentation to the County Board could include personal background, educational philosophy, general qualifications, reasons for desiring to serve on the County Board and any other concepts typical of such a presentation.
- It should be noted that any interviews of applicants by the County Board will be conducted in open session. During the presentation process, only one person at a time may be interviewed by the County Board. During the presentation, other applicants will be asked to sit in another location while an individual makes his/her presentation and responds to questions so the County Board may interview each person outside of the presence of the other applicants.

### **After Appointment is Made**

PCOE will post the provisional appointment notice the following day.