

**San Pasqual Union School District / Board of Trustees Vacancy
Timeline**

July 2021	Vacancy created (2024 Term)
August 2021	<ul style="list-style-type: none"> ● Discuss overall timeline ● Determine whether to make a provisional appointment or call for an election <ul style="list-style-type: none"> ○ Contact the registrar of voters for election information/protocols and estimated costs ● If making a provisional appointment – documents <ul style="list-style-type: none"> ○ Application document and process (candidate screening; interviews and/or presentations; application form vs. letter of interest; notification of candidates; order of interviews) ○ Publicity (see below) ○ Voting procedures ○ Interview questions (possible direction to Board President and Superintendent or others to develop confidential interview questions)
8/10/21	<ul style="list-style-type: none"> ● Board action item to determine whether to make a provisional appointment or call for an election ● Information provided <ul style="list-style-type: none"> ○ Procedures and timeline for filling governing board vacancy ○ Election costs and protocols ○ Provisional appointment protocols <ul style="list-style-type: none"> ■ Draft Application ■ Draft Questions
8/11/21- 8/25/21	<ul style="list-style-type: none"> ● If making a provisional appointment <ul style="list-style-type: none"> ○ Application available online or at district office ○ Eligibility requirements ○ Timeline and deadline for applications to be received ○ Application ● Posting information on the district website ● Announcement to school community
8/25/21	<ul style="list-style-type: none"> ● Deadline for applications to be received at 4:00pm
8/26/21- 8/27/21	<ul style="list-style-type: none"> ● Contact Registrar of Voters to confirm residency and voter registration status of candidates [Elvira Vargas (858) 505-7210 or Campaign Services (858) 505-7260] ● Notify candidates of time and location of interviews
8/31/21	<ul style="list-style-type: none"> ● Board action item: Appointment to fill board vacancy ● Public comment on agenda item ● Applicant interviews, presentations, and/or questions by Board members ● Board discussion and vote on appointment – Majority vote required ● Administration of Oath of Office and seating of appointee
September 2021	Sixtieth day -- If the board takes no action within the 60-day period, the County Superintendent of Schools shall call an election to fill the vacancy. [EC, § 5091(a)]

San Pasqual Union School District

Application for Governing Board Appointment*

THIS APPLICATION IS A PUBLIC RECORD

The appointee will hold office until the next governing board member election, which occurs at the next Statewide General Election on November 8, 2022. [EC § 5091(e)]

QUALIFICATIONS:

Applicant must be a registered voter and a resident of the San Pasqual Union School District. An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. [EC § 35107]

Certification of qualifications on page 5 must be signed by the applicant.

APPLICATION DEADLINE:

This application must be received no later than **August 25, 2021 at 4:00 p.m.** Applications may be mailed, faxed, or hand-delivered to:

Secretary to the Board/Superintendent Mark Burroughs
San Pasqual Union School District Office
15305 Rockwood Road
Phone: 760-745-4931
Fax: 760-745-2473

(Please type or print):

Name _____

Address _____

Telephone No. Home () _____ Business () _____

Years of Residence in the San Pasqual Union School District _____

*This application was approved by the San Pasqual Union School District Board on August 10, 2021.

**San Pasqual Union School District
Application for Board Appointment**

QUALIFICATIONS: (Stay within space allowed for answers. Please limit responses to 150 words per question.)

1. Describe your educational, work and/or public service background.

2. Why do you wish to serve on the Board? What do you hope to accomplish?

**San Pasqual Union School District
Application for Board Appointment**

CERTIFICATION OF QUALIFICATIONS:

I understand that this application is a public document and may be requested under provisions of the Public Records Act and/or be available to the public on the San Pasqual Union School District website.

I understand that upon appointment I would be required to file a Conflict of Interest Statement and take an Oath of Office.

I certify I am not disqualified to hold this office because of a conviction of any of the crimes on the attached list and further certify I am not otherwise disqualified under the California Constitution or statutes from holding public office.

I certify that I reside within the San Pasqual Union School District boundaries and that I am a registered voter in the San Pasqual Union School District.

I attest the foregoing information is true to the best of my knowledge.

Signature of Applicant

Date

Information contained on this application may be subject to verification.

This application must be received no later than August 25, 2021 at 4:00 p.m.

No additional materials may be submitted.

The following is a list of crimes, conviction of which precludes a person from holding public office in the State of California. Conviction of these crimes renders a person “forever disqualified from holding any office in this state.”

- *Bribing executive officer (Penal Code § 67)*
- *Officer asking or receiving bribes (Penal Code §§ 68, 88)*
- *Receiving gratuity for appointment to office (Penal Code § 74)*
- *Judicial Officer who has asked for or received emoluments, gratuities, rewards, or the fee of a stenographer (Penal Code § 94)*
- *Giving or offering bribe to Councilman or Supervisor (Penal Code § 165)*
- *Misappropriation of public funds (Penal Code § 424)*
- *Interference with work or discipline of, or giving certain articles to prisoners (Penal Code § 2772)*
- *Interference with or giving certain articles to convicts (Penal Code § 2790)*
- *Officer making contracts in which he or she is interested (Government Code § 1097)*
- *Members of the Legislature convicted of any crime (Government Code § 9055)*
- *Corrupting the voting process (Elections Code § 18501)*
- *Convicted of a felony involving accepting, giving, or offering of any bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, except if a pardon has been granted in accordance with law (Elections Code § 20)*

Please note that in addition to the above restrictions, Government Code § 1126 prohibits any local agency official from engaging “in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed.”