

GOVERNANCE POLICY GP-22

RESIDENCY OF TRUSTEE/VACANCIES ON THE BOARD

PURPOSE:

The Board of Trustees (Board) is committed to ensuring that every District in the Clark County School District (District) is represented by a Trustee who resides in the District for which the Trustee represents per state law.

POLICY

1. It is the responsibility of a Trustee to reside in the Trustee's District for which the Trustee was elected or appointed per Nevada Revised Statutes.
2. If a Trustee changes residency, it is the responsibility of the Trustee to ensure the new residence is within the Trustee's District.
3. If a Trustee changes residence, the Trustee must immediately, but no more than five working days, inform the Board President, Board Counsel, and the Superintendent's Liaison to the Board of Trustees.
 - a. Board Counsel shall immediately submit the Trustee's new residence to the Clark County Registrar of Voters Office, or conduct some other reliable research, to determine whether the new residence is within the Trustee's District.
 - b. If the new residence is within the Trustee's District, then Board Counsel will inform the Trustee and Board President, and no further action will be taken by the District.
 - c. If determined that the new residence is not within the Trustee's District, then Board Counsel will notify the Board President. The Board President shall notify the Trustee of the issue within five working days and ask for a written response substantiating residency.
 - d. The Trustee shall immediately respond to the Board President and provide an explanation substantiating the Trustee's residency within the Trustee's District.
 - e. If the Trustee fails to provide a response or the response fails to substantiate residency, the Board President shall request the resignation of the Trustee.
 - f. If the Trustee refuses to resign, the issue of the Trustee's

residency shall be turned over to the Clark County District Attorney's Office for investigation and prosecution.

4. In the case of the Board President changing residence, the Vice President will presume the role of President for purposes of carrying out this Board Policy.
5. Should a vacancy occur on the Board, it will be filled by appointment by the remaining Board members in accordance with NRS and, as follows:
 - a. Advertisement: The vacant position will be advertised in the local newspapers, at least once a week for two weeks, and applications from those interested in serving on the Board will be solicited.
(NRS)
 - b. Application: Each candidate for a Board vacancy shall submit a written application to the Superintendent's Liaison to the Board of Trustees at the address of the Board Office. The application must meet the following requirements:
 - i. The written application must be submitted within 10 business days after the last date of publication of the vacancy.
 - ii. The written application must contain the name, address, and telephone number of the person seeking the appointment and a brief description of the qualifications, experiences, District committees served on, District activities participated in, community involvement, and other interests that would be considered as an asset to the Board of School Trustees and the constituents in the vacant Trustee District seat. Including a letter with the application explaining why the applicant is interested in becoming a member of the District Board of Trustees for the vacant Trustee District seat.
 - iii. The applicant must state in the application that they are a registered voter in the vacant Trustee District and have resided in the Trustee District where the vacancy occurs for at least 30 days. In addition, they understand that their application will become public record and publicly posted with the agenda item.
 - iv. The Trustees will receive the redacted applications of all candidates once the applications are publicly posted by the Board Office.
 - c. Interview: Each candidate qualified under NRS shall be interviewed by a majority of the Board at a public meeting scheduled in accordance with the Open Meeting Law, and:

- i. The Superintendent's Liaison to the Board of Trustees shall arrange, with the President's approval, the oral interview schedule, and inform each Board member and candidate of the time, date, and location of the oral interviews, at least 5 business days in advance.
 - ii. It is the responsibility of each candidate to become familiar with the state statutes governing vacancies on the Board of School Trustees, the provisions of this policy, and the Board's posted agenda(s) for the interviews of candidates and deliberation on appointment to fill the vacancy.
- d. Voting: A majority of the Board shall fill the vacancy at a public meeting scheduled in accordance with the Open Meeting Law and NRS to consider and vote on the vacancy. The vote may be on the same agenda as the interview of the applicants. The vote shall proceed as follows:
 - i. Nomination of Candidates:
 - 1. Each candidate nominated by a Board member must receive a second.
 - 2. Any candidate not receiving a second to the nomination may be placed in nomination a subsequent time when no other candidate has received a majority vote of the Board to fill the vacancy.
 - ii. Voting for the Candidates:
 - 1. Voting may be by electronic voting machine, with the votes simultaneously cast by the members.
 - 2. The first candidate to receive the approval of a majority of all the members of the Board shall be appointed to fill the vacancy until the next general election at which time, a successor shall be elected for the balance of the un-expired term. (NRS)
- e. Withdrawal of Candidacy: Any candidate may withdraw his or her application for the vacancy at any time by submitting an email to the Superintendent's Liaison to the Board of Trustees. The email would then be publicly posted as reference material with the applications for the Trustees review.

REVISION HISTORY

Date	Revision	Modification
05.07.26	1.0	Adopted