

Rivanna Magisterial District Appointment to School Board Advertising, Timeline and Appointment Process

- January 13, 2011** Board discusses and determines process for filling vacant Rivanna Magisterial District School Board seat
- January 14, 2011** News release is distributed announcing timeline for seeking applications
- January 19, 2011** Board finalizes and approves timeline for appointment to vacant Rivanna School Board seat
- Ad seeking applicants is run in the *Daily Progress*
- January 20, 2011** Petition requesting no special election must be filed with court by this date.
- January 23, 2011** Ad seeking applicants is run in the *Daily Progress*
- January 28, 2011** Applications for the Rivanna seat must be submitted by 12 p.m. to the School Board Office.
- Email nomination packet is sent to Board Members.
- Applications are posted on website.
- February 3, 2011** (Regular Board Meeting) Board finalizes details and format for Candidate Forum.
- February 9, 2011** Board holds Public Forum at Sutherland Middle School with questions to the candidates from the Board and community.
- Board discusses the applicants in Closed Meeting after Forum.
- Board convenes in Open Meeting to make an appointment or to announce finalists to be interviewed by the Board at a later date.
- Clerk sends out appropriate News Release.
- February 15, 2011** If necessary, Board holds closed meeting for final interviews for vacant seat.
- Board appoints individual to fill vacant School Board seat.

Clerk sends out News Release.

February 19, 2011 Board must appoint an individual to serve in the Rivanna Magisterial seat on the School Board by this date.

Once appointed, clerk will arrange for appointed School Board member to be sworn in. In addition, Clerk will schedule an orientation session with the Superintendent, School Board Chair, and School Board Attorney and will notify VSBA of appointment.

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