**SAMPLE NOTICE OF BOARD VACANCY AND REQUEST FOR APPOINTMENTS**

The Board of Education of the School District is accepting applications from persons interested in serving on the Board of Education from the date of appointment in , 20 until the next regular biennial school election in November 20 . To be eligible for appointment, each candidate must be a registered elector of the school district for at least twelve consecutive months prior to the date of appointment. [The applicant must also be a resident of the director district in which the vacancy exists.]

Any person who meets the qualifications and who desires to be considered for the appointment is invited to file a written notice of such intention with the secretary of the Board of Education by (deadline) at (address). The Board will interview prospective candidates on at a public meeting. For further information, contact .