

PROCEDURE FOR SELECTING APPOINTEE

INITIAL PHASE: Limiting the Field to Three

1. Each board member shall vote for three candidates on a written ballot, signing his/her name. The Business Manager (President) shall read the ballots aloud and the secretary (Business Manager) shall tally the votes. The three candidates with the largest number of votes will be advanced to the final phase of voting.
2. A tie vote could occur for one or more of the top three positions as a result of the first ballot. In that case, succeeding ballots will be taken until the three finalists have been selected. Each succeeding ballot will have board members selecting from only the candidates involved in the tie on the previous ballot.
 - a. If there are no clear winners advanced to the final phase of the process, board members will each vote for three candidates from among the four or more involved in the tie. The clear winner(s) will be advanced to the final phase of the selection process.
 - b. If one candidate has been advanced to the final phase of the process, board members will each vote for two candidates from among those involved in the tie for the last two positions in the finals. The clear winner(s) will be advanced to the final phase of the selection process.
 - c. If two candidates have been advanced to the final phase of the process, board members will each vote for one candidate from among those involved in the tie for the last position in the finals. The clear winner will be advanced to the final phase of the selection process.

FINAL PHASE: Selecting the Appointee from Among the Final Three Candidates

1. Each board member shall vote for one candidate from among the three finalists. If any candidate receives a simple majority vote of the members present, the appointee shall have been determined.
2. If none of the three candidates receives a simple majority on the first ballot in the final phase of the process, the name receiving the least votes will be dropped and another ballot taken.
3. Following selection by the above procedure, there shall be a motion, duly seconded and voted upon, to appoint the selected candidate to the Board.

Reference

12/01

Dickinson Public
School District #1

Administrative Regulation
Approved: 01/17/89
Amended: 07/01/07