

## ELECTIONS

### Policy Required

Ark. Code Ann. § 6-14-102 requires each school district adopt a policy (Model Policy 1.21) that:

- Indicates whether the district will have a Spring election or a Fall election; and
- Is provided to the county clerk and county election commission where the district administrative offices are located at least one hundred (100) days prior to the opening of the candidate filing period for Spring elections with a copy provided to the county clerks of any other counties that are within the district's boundaries if the district's boundaries are in more than one county.

## SPRING ELECTION TIMELINES

### Odd Years

Date	Event
100 Days Prior to the opening of the candidate filing period	The district's election timeline selection policy must be provided to the county clerk(s) and county election commission.
90 Days Prior to March 1	Candidates may begin circulating petitions.
February 22	Candidate filing period opens.
March 1	Candidate filing period closes at noon.
60 days prior to third Tuesday in May	District's proposed budget must be published in newspaper having general circulation in the district.
Third Tuesday in May	Date of election.
Tuesday four weeks after election	Date of run-off election if necessary.
Two-Fifteen days following election	Certification of election.
Ten Days following certification of election	Deadline to receive oath of office and submit proof to the county clerk.
Following Submission of Oath of Office to County Clerk	Assumption of board duties.
First regularly scheduled school board meeting following the certification of the later of the election or run-off election	Reorganization of the school board.

### Even Years – Governor elections

Date	Event
100 Days Prior to the opening of the candidate filing period	The district's election timeline selection policy must be provided to the county clerk(s) and county election commission.
90 Days Prior to March 1	Candidates may begin circulating petitions.
February 22	Candidate filing period opens.
March 1	Candidate filing period closes at noon.
60 days before the fourth Tuesday prior to the third Tuesday in June	District's proposed budget must be published in newspaper having general circulation in the district.
Tuesday four weeks prior to the Third Tuesday in June	Date of election.

Third Tuesday in June	Date of run-off election if necessary.
Two-Fifteen days following election	Certification of election.
Ten days following certification of election	Deadline to receive oath of office and submit proof to the county clerk.
Following submission of oath of office to county clerk	Assumption of board duties.
First regularly scheduled school board meeting following certification of the later of the election or the run-off election	Reorganization of the school board.

### Even Years – Presidential Elections

Date	Event
100 Days Prior to the opening of the candidate filing period	The district’s election timeline selection policy must be provided to the county clerk(s) and county election commission.
90 Days Prior to the second Monday in November	Candidates may begin circulating petitions.
First Monday in November before election	Candidate filing period opens.
Second Monday in November before election	Candidate filing period closes at noon.
60 days before first Tuesday after the first Monday in March	District’s proposed budget must be published in newspaper having general circulation in the district.
First Tuesday after the first Monday in March	Date of election.
Tuesday four weeks after election	Date of run-off election if necessary.
Two-fifteen days following election	Certification of election.
Ten days following certification of election	Deadline to receive the oath of office and submit proof to the county clerk.
Following submission of oath of office to county clerk	Assumption of board duties.
First regularly scheduled school board meeting following certification of the later of the election or run-off election	Reorganization of school board.

### FALL ELECTIONS

Date	Event
100 Days Prior to the opening of the candidate filing period for Spring elections	The district’s election timeline selection policy must be provided to the county clerk(s) and county election commission.
90 Days Prior to August 1	Candidates may begin circulating petitions.
July 25	Candidate filing period opens.
August 1	Candidate filing period closes at noon.
60 days prior to first Tuesday after the first Monday in November	District’s proposed budget must be published in newspaper having general circulation in the district.
First Tuesday after the first Monday in November	Date of election.
Tuesday four weeks after election	Date of run-off election if necessary.
Two-fifteen days following election	Certification of election.

Ten days following certification of election	Deadline to receive the oath of office and submit proof to the county clerk.
Following submission of oath of office to county clerk	Assumption of board duties.
First regularly schedule school board meeting following the certification of the later of the election or run-off election	Reorganization of school board.

## Vacancies

### Occurrences

Ark. Code Ann. § 6-13-611 directs that vacancies exist on a school board when a board member:

1. Moves his or her bona fide permanent residence outside the boundaries of the school district;
2. Fails to physically attend three (3) consecutive regular meetings of the school district board of directors;
3. Fails to physically attend six (6) regularly scheduled board meetings of the school board of directors in a calendar year;
4. Fails to receive the mandatory hours of training within the time frame required by § 6-13-629;
5. Is convicted of a felony;
6. Is called to active military duty;
7. Resigns from the school board of directors; or
8. Dies.

### Exceptions

A vacancy will not exist on the school board for numbers 2, 3, or 4 above if the reason for the board member's absences or failure to cure their deficiency in training hours within the thirty (30) day period provided was due to either:

- a. Military service of the board member; or
- b. A serious medical condition as demonstrated by a written sworn statement of the board member's treating physician.

### Appointments

Following the existence of a vacancy, the school board has thirty (30) days to appoint an individual to fill the vacant position.

The person to be appointed must:

- Reside within:
  - The district boundaries If the vacant position was at large; or
  - The positions zone if the vacant position was zoned; and
- Be registered to vote.

If the school board fails to appoint an individual to fill a vacancy within thirty (30) days, then it becomes the county quorum court's responsibility to appoint an individual to fill the vacancy.

### Length of Appointments

Except for an appointment due to a board member's call to active military duty, the length of an appointment to the school board is only until the next school board election.

Appointments due to a board member's call to active military duty last until the earlier of either the board member's return from active duty or the board member's term ends.

## **HOLD OVERS**

An elected board member who has no one run, including the board member, at the end of the board member's term continues to remain in office as if they had been elected to another full term.

Board members who serve in this manner are referred to as "hold overs".

Ark. Code Ann. § 6-13-608 prohibits an individual from serving as a hold over for two consecutive terms.

Appointed board members do not become hold overs.

### **Quick Items**

Individuals are not eligible to be elected or appointed to a school board if the individual is currently serving in:

✚ The Arkansas General Assembly; or

✚ A county office.

In even year elections, the names of unopposed candidates do not appear on the ballot and the unopposed candidate is treated as having received all the votes cast in the election.

Individuals are only required to receive the oath of office and submit proof of having received the oath of office to the county clerk if the individual is being elected to an initial or noncontinuous term or is being appointed to the board.

The school board must reorganize at the first regularly scheduled meeting after the certification of the election (or the certification of the run-off election if there is a run-off election) even if the newly elected board member has not yet submitted proof of having received the oath of office to the county clerk in order to assume the duties of a board member by the date of the meeting.