



BOARD VACANCY APPOINTMENT INFORMATION AND APPLICATION

Thank you for your interest in serving as an appointed member of the Board of Trustees of the San Joaquin Delta Community College District.

The San Joaquin Delta Community College District is soliciting applications to serve as an appointed member of the Board of Trustees until the next regularly scheduled election for governing board members, which is November 5, 2024 for the performance of the District's students and provide vital educational services to the communities in the region.

The board is seeking candidates who have the ability and time to fulfill the responsibilities of being a member of the board, which include:

- Participate fully in the work of the board, which includes attending all board meetings and key college events, studying and discussing policy issues, and participating in trustee education programs. • Be knowledgeable about the communities served by the college and be willing to act on behalf and for the benefit of those communities.
- Be committed to community colleges and their missions; understand educational, social, and economic policy issues.
- Engage in balancing the needs of many diverse groups; be able to contribute to and build consensus.
- Contribute to effective board functioning and support the authority of the board as a whole. The Board of Trustees meets twice monthly on Tuesday's unless noted otherwise. For more information regarding board meetings, please click on the link: <https://deltacollege.edu/board-trustees/board-meetings>
- Please contact Robin Phares in the Superintendent/President's Office to indicate an interest or suggest possible candidates for the position. Further information and application materials are available from that office at San Joaquin Delta Community College, Superintendent/President's Office, 5151 Pacific Avenue, Horton Administration Building, Room 103.
- To submit an application, you can mail a hard copy to:

Superintendent/President's Office, Board Vacancy Application
San Joaquin Delta Community College District
Horton Administration Building, Room 103
5151 Pacific Avenue
Stockton, CA 95207

Or by email to: robin.phares@deltacollege.edu.

Applications can also be submitted in person.

- In order to be considered for appointment to the vacant position, **all application materials must be received in the Superintendent/President's Office no later than 5:00 p.m. on Tuesday, January 2, 2024.**
- **The board will interview candidates on Tuesday, January 16, 2024** and may make the provisional appointment that evening or at the next public meeting if appropriate.
- Please keep in mind the college will be closed from December 22, 2023 thru January 2, 2024.



The appointee term will end on December 13, 2024, at which time the newly elected member will take their seat.

Application materials include the following:

- A letter of interest addressed to the President of the Board of Trustees, Mrs. Janet Rivera and Superintendent/President Dr. Lisa Aguilera Lawrenson
- A resume, including community service and leadership
- A completed applicant questionnaire (enclosed). These materials will be considered by members of the Board of Trustees in determining who will be invited to be interviewed at a public board meeting on January 16, 2024. Further information will be provided to those candidates about the board meeting and interview process.

The Board encourages you to review the enclosed materials that outline Governing Board responsibilities and expectations of trustees. In addition, you are encouraged to schedule an appointment with the Superintendent/President about the district, the appointment process, and governing board responsibilities. Information about the District can also be found at www.deltacollege.edu. Please contact Robin Phares at 209-954-5018 to schedule an appointment or if you have any questions about the position or selection process.



APPLICATION FOR TEMPORARY APPOINTMENT – BOARD MEMBER (AREA 2)

Name: _____

Home Address: _____

City, State, Zip: _____

Phone: _____

Occupation: _____

Company: _____

Business Address: _____

City, State, Zip: _____

Please complete the following or attach a current resume. Education (List degrees or highest year completed and the college or school.):

Employment History (last 10 years):

Public and Community Service:

(Check if applicable) I am related to a current employee of the district. If yes, name of employee and your relationship. _____ . I understand that I may not be an employee of the district and serve as a member of the board.

I certify that I meet all eligibility requirements. (Note: To be eligible, an individual must be at least 18 years old; must be a resident of the district for Area 2; must be a registered voter, and must not be disqualified from holding civil office by the Constitution or any law of the state.)

Signature:

Date:

Note: Deadline for applications – January 2, 2024



Board of Trustees Temporary Appointment Application Questions

(Please answer on a separate paper if desired)

Please state why you are seeking appointment to the San Joaquin Delta Community College's Board of Trustees.

What skills and abilities would you bring to the work of the board of trustees? *Please describe your experience in serving on boards, commissions or appointed or elected positions. Please list the dates and how these experiences would contribute to your service on the board.*

Describe other community involvement and experience that would contribute to the work of the board and the community college?

Please give an example of how you have handled being part of a voting body when you have had a different point of view or position than the majority of the board members.

What is your approach to working with a team of people in achieving policy level goals?

What do you hope to accomplish by serving as a trustee?

Applicants may attach supporting materials and letters of reference. However, the maximum amount of materials that may be submitted is [10] pages.



California Education Code Sections 5090-5095 5090.

Vacancies on school district governing boards or community college district boards are caused by any of the events specified in Section 1770 of the Government Code, or by a failure to elect. A vacancy resulting from resignation occurs when the written resignation is filed with the county superintendent of schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become effective on that date. A written resignation, whether specifying a deferred effective date or otherwise, shall, upon being filed with the county superintendent of schools be irrevocable.

5091. (a) Whenever a vacancy occurs, or whenever a resignation has been filed with the county superintendent of schools containing a deferred effective date, the school district or community college district governing board shall, within 60 days of the vacancy or the filing of the deferred resignation, either order an election or make a provisional appointment to fill the vacancy. A governing board member may not defer the effective date of his or her resignation for more than 60 days after he or she files the resignation with the county superintendent of schools. In the event that a governing board fails to make a provisional appointment or order an election within the prescribed 60-day period as required by this section, the county superintendent of schools shall order an election to fill the vacancy. (b) When an election is ordered, it shall be held on the next established election date provided pursuant to Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code not less than 130 days after the order of the election. (c) (1) If a provisional appointment is made within the 60-day period, the registered voters of the district may, within 30 days from the date of the appointment, petition for the conduct of a special election to fill the vacancy. A petition shall be deemed to bear a sufficient number of signatures if signed by at least the number of registered voters of the district equal to 1½ percent of the number of registered voters of the district at the time of the last regular election for governing board members, or 25 registered voters, whichever is greater. However, in districts with registered voters of less than 2,000 persons, a petition shall be deemed to bear a sufficient number of signatures if signed by at least 5 percent of the number of registered voters of the district at the time of the last regular election for governing board members. (2) The petition shall be submitted to the county superintendent of schools having jurisdiction who shall have 30 days to verify the signatures. If the petition is determined to be legally sufficient by the county superintendent of schools, the provisional appointment is terminated, and the county superintendent of schools shall order a special election to be conducted no later than the 130th day after the determination. However, if an established election date, as defined in Section 1000 of the Elections Code, occurs between the 130th day and the 150th day following the order of the election, the county superintendent of schools may order the special election to be conducted on the regular election date. (d) A provisional appointment made pursuant to subdivision (a) confers all powers and duties of a governing board member upon the appointee immediately following his or her appointment. (e) A person appointed to fill a vacancy shall hold office only until the next regularly scheduled election for district governing board members, whereupon an election shall be held to fill the vacancy for the remainder of the unexpired term. A person elected at an election to fill the vacancy shall hold office for the remainder of the term in which the vacancy occurs or will occur. (f) (1) Whenever a petition



calling for a special election is circulated, the petition shall meet all of the following requirements: (A) The petition shall contain the estimate of the elections official of the cost of conducting the special election. (B) The name and residence address of at least one, but not more than five, of the proponents of the petition shall appear on the petition, each of which proponents shall be a registered voter of the school district or community college district, as applicable. (C) None of the text or other language of the petition shall appear in less than six-point type. (D) The petition shall be prepared and circulated in conformity with Sections 100 and 104 of the Elections Code. (2) If any of the requirements of this subdivision are not met as to any petition calling for a special election, the county superintendent of schools shall not verify the signatures, nor shall any further action be taken with respect to the petition. (3) No person shall permit the list of names on petitions prescribed by this section to be used for any purpose other than qualification of the petition for the purpose of holding an election pursuant to this section. (4) The petition filed with the county superintendent of schools shall be subject to the restrictions in Section 6253.5 of the Government Code. (g) Elections held pursuant to subdivisions (b) and (c) shall be conducted in as nearly the same manner as practicable as other governing board member elections.

5092. Whenever a provisional appointment is made to the governing board of a school district pursuant to Section 5091, the board shall, within 10 days of the provisional appointment of a person to fill a vacancy which occurs or will occur, post notices of both the actual vacancy or the filing of a deferred resignation and also the provisional appointment in three public places in the district and shall publish a notice pursuant to Section 6061 of the Government Code. If there is no newspaper of general circulation published in the district, notice need not be published. The notice shall state the fact of the vacancy or resignation and the date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation. The notice shall also contain the full name of the provisional appointee to the board and the date of his appointment, and a statement that unless a petition calling for a special election, containing a sufficient number of signatures, is filed in the office of county superintendent of schools within 30 days of the date of the provisional appointment, it shall become an effective appointment.

5093. (a) There shall be no special election or appointment to fill a vacancy on a governing board if the vacancy occurs within four months of the end of the term of that position. (b) Section 5091 shall not apply to a vacancy on a governing board if the vacancy occurs, or a resignation specifying a deferred effective date is filed with the county superintendent of schools, during the period between six months and 130 days prior to a regularly scheduled governing board election and the position is not scheduled to be filled at such election. In such a case, the position shall be filled at a special election for that position to be consolidated with the regular election. A person elected to fill a position under this subdivision shall take office at the next regularly scheduled meeting of the governing board following the certification of the election and shall serve only until the end of the term of the position which he or she was elected to fill. (c) If a special election pursuant to Section 5091 could be consolidated with the next regular election for governing board members, and the vacant position is scheduled to be filled at such regular election, there shall be no special election.



5094. If for any reason vacancies should occur in a majority of the offices on any school district or community college district governing board, the president of the county board of education having jurisdiction may appoint members of the county board of education to the district governing board until new members of the governing board are elected or appointed.

5095. Whenever any of the offices on any school district governing board or community college district governing board is vacant, the remaining governing board member or members, if any, and any governing board member or members elected or appointed to fill the vacancies, who have qualified, shall have all the powers and perform all the duties of the governing board.