

**Morgan Hill Unified School District
15600 Concord Circle
Morgan Hill, CA 95037
(408) 201-6001**

ANNOUNCEMENT OF TRUSTEE VACANCY

The Board of Education, Morgan Hill Unified School District intends to make a provisional appointment to fill the vacancy created by the resignation of Teresa Murillo.

Who can apply? Residents of the Morgan Hill Unified School District who are 18 years of age or older and registered to vote in the Morgan Hill Unified School District. An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office, Education Code 35107(b)(1).

How to apply? Obtain a copy of the Candidate Information Packet beginning **December 17, 2018** which includes a candidate application. Submit the application to:

Morgan Hill Unified School District
Superintendent's Office – Kelly Schriefer
(schrieferk@mhusd.org)
15600 Concord Circle
Morgan Hill, CA 95037

Application deadline? Candidate applications are due in the Superintendent's office by January 15, 2019 by 5:00 PM.

Candidate interviews? Candidates should be available for interviews to be held at a Special Board meeting on January 23, 2019.

Board action? It is anticipated that the Board will take action to appoint a candidate subsequent to the candidate interviews, at the Special Board meeting on January 23, 2019.

Questions? Address questions or request additional information from the Superintendent's office.

Notes: Only complete applications will be accepted. All applications are available to the public.

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Morgan Hill Unified Board of Trustees Candidate Information

Included in this packet is information for prospective candidates who wish to apply to fill the unexpired term of resigning Board member Teresa Murillo. The person appointed shall hold office until the last day of November following the next regularly scheduled election for district Board members in 2020. Candidate applications are available from the Morgan Hill Unified School District Superintendent's office, 15600 Concord Circle. Additional information may be obtained by calling the Superintendent's office at 201-6001. Following is a schedule for the Trustee appointment process.

Date: December 13, 2018	Notice of vacancy sent to schools for inclusion in their newsletters, parent groups, newspapers, and employee organizations.
Date: December 17, 2018	Candidate application packets are available from the Superintendent's office.
Date: January 15, 2019	Candidate applications are due to the Superintendent's Office.
Date: January 23, 2019 at 5:00 PM	Board reviews the selection criteria.
DATE: January 23, 2019	Special Board Meeting to interview candidates in open session and select Board Member. Appointment of Board Member.
DATE: February 5, 2019	Seating of a new Trustee for Area 7 at a Regular Board Meeting. Oath of office will be administered.