

2025 School Board Interview and Appointment Process

First Interview May 5, 6:00 pm at City Hall

- Applications and instructions for submission will be available on the City's webpage starting **March 10 at 12:00 pm**. The deadline for submission of an Application is **April 14 at 12:00 pm**.
- If four or fewer Applications are received, all Applicants will be interviewed. If more than four Applications are received, the City Council may conduct an Executive Session to select the four Applicants to be interviewed.
- The public is invited to submit questions to the City's webpage from **April 14 - April 25**.
- The questions may be edited and/or condensed to avoid repetition. Editing of questions will be handled by the City Council member who serves as the School Board liaison and the City Attorney.
- All candidates will be seated as a panel for this round of questioning. Each candidate will be given an opportunity to answer each question.
- Prior to the City Council interviews, all Applicants will receive the questions to be asked at the first interview. Questions will be asked by the City Attorney.
- Each applicant will be given 2 minutes for opening statements and 1.5 minutes per question.

Second Interview May 21, 6:00 pm at City Hall

- Prior to the City Council interviews, all Applicants will receive questions to be asked at the second interview. These will be the same questions for each – except if an Applicant is an incumbent School Board member. In the case of an incumbent School Board member, questions may be modified to reflect the Applicant's current role on the School Board.
- Questions will be asked by the City Attorney.
- Each interview will last 25 minutes. Should time permit, each Council member will be allowed to ask one follow-up question.

Selection Process Follows Second Interview

- After a 10-minute recess, the City Council will reconvene to appoint a School Board member.
- The Council may begin by discussing the second interviews.
- After discussion, each Council member will submit ONE name for consideration on a ballot.
- The City Attorney will count the ballots. If there is a majority vote for one candidate, that name may be placed in nomination and seconded.
- Once a nomination has been made and seconded, discussion of the merits of that candidate and all others may take place.
- Following discussion, a vote will be taken, and the selection made.
- If there is no majority vote for the candidate, a Council member may make a motion to consider another candidate. After discussion a motion to select another candidate may be made and seconded. Additional discussion may occur followed by a final vote.
- If no consensus can be reached, the meeting will be adjourned, and the matter reconsidered at the next City Council meeting.