



## Board of Education Vacancy

The Windsor C-1 School District is seeking applications for the current vacant position on the Board of Education. An individual will be appointed to fill the vacant position and will serve until the April 2024 election. To be eligible, a person must be a citizen of the United States, a registered taxpayer in the district, have resided in the district and MO for at least one year, and be at least twenty-four (24) years of age. Interested persons will be disqualified if:

- Delinquent in the payment of any state income taxes, personal property taxes, municipal taxes, or real property taxes on the residence of the candidate.
- Registered as a sex offender, or is required to be registered as a sex offender under state law.
- Found guilty of, or has pleaded guilty to a felony or misdemeanor under federal law, or to a felony under Missouri law, or has been found guilty of an offense in another state, which would be considered a felony in the State of Missouri.

Interested persons must submit an application (BBE-AF1) and resume. This application can be located on our district website at [windsorc1.com](http://windsorc1.com) or email Laurie Kunz, Board Secretary, at [lkunz@windsorc1.com](mailto:lkunz@windsorc1.com).

The application must be received in the District Administration Office (6208 US HWY 61-67, Imperial, MO 63052) no later than 12:00 p.m. on Thursday, October 26, 2023.

Following a review of submitted materials, the Board will schedule interviews with selected candidates. Not all candidates for the board vacancy will be interviewed. If you have any questions concerning the role of the Board of Education and the responsibilities of a board member, please contact Dr. Jason King, Superintendent of Schools, at 636-464-4400.

October 26, 2023	Application and resume due to Admin Building
TBD	Candidate Interviews
November 15, 2023	Board of Education Approval/Regular BOE Meeting

**SCHOOL BOARD VACANCIES**  
***(Application for a Vacated Board Position)***

The Board of Education is required by law to fill vacancies on the Board created when a Board member leaves office prior to the end of an elected term. The Board is responsible for appointing an eligible person to fill the vacancy until the next April election, at which time a candidate will be elected to fill the remainder of the term, if any, or the new term. This application will serve as written notice that you are eligible and wish to be considered for the current Board vacancy. If selected, your service will begin immediately after you are sworn in and will continue until the person elected in the April 2, 2024, election is sworn in. You are also welcome to sign up to be a candidate in the April election as well when candidate filing begins in December.

The Board requires all individuals who wish to be appointed to the Board to meet the eligibility requirements for School Board candidates under Missouri law. Therefore, to be eligible for appointment to the Board you must:

1. Be a citizen of the United States of America. Mo. Const. art. VII, § 8; § 162.291, RSMo.
2. Be a resident taxpayer of the district. § 162.291, RSMo.
3. Have resided in the district and Missouri for a minimum of one year immediately preceding your appointment, if selected. Mo. Const. art. VII, § 8; § 162.291, RSMo.
4. Be at least 24 years of age. § 162.291, RSMo.
5. Not be delinquent in the payment of any state income taxes, personal property taxes, municipal taxes or real property taxes on your place of residence as listed on this form. If an applicant is a past or present corporate officer of any fee office, that office cannot be delinquent in the payment of any taxes owed the state. § 115.306, RSMo.
6. Not have been found guilty of nor pled guilty to a felony under the federal laws of the United States of America or to a felony under Missouri law or an offense committed in another state that would be considered a felony in Missouri. § 115.306, RSMo.
7. Not be registered or required to be registered as a sex offender under § 162.014, RSMo.
8. Have filed, or the treasurer of any existing candidate committee has filed, all required campaign disclosure reports with the Missouri Ethics Commission, when applicable, for all previous elections in which you were a candidate. § 130.071, RSMo.

FILE: BBE-AF1  
Critical

Upon completion and submission of this application, you will be provided:

1. A copy of the Board policy for filling Board vacancies (BBE).
2. Notice of your potential obligation to file a personal financial disclosure statement with the Missouri Ethics Commission within 30 days of your appointment to the position (BBEAF2).
3. A summary of the laws the Missouri Ethics Commission enforces.
4. A copy of the Board conflict of interest policy (BBFA).
5. A copy of the Board ethics policy (BBF).

Please complete the following. Attach additional sheets if necessary. All information provided will be subject to public disclosure under the Missouri Sunshine Law.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

Why do you want to be on the board of education?

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Please describe your current and past involvement with any non-school-related civic, nonprofit or community organizations:

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In one or two sentences, describe your vision for this district:

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In one or two sentences, explain the proper role of the board of education:

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The Board meets 1 time(s) per month on the 4<sup>th</sup> Wednesday of every month.

In addition to Board meetings, you will be expected to allocate time to adequately prepare for meetings, perform committee work and complete training sessions both in and occasionally outside the district. Your estimated weekly time commitment is about 2 hours per week.

All newly elected or appointed Board members are required to complete an 18.5-hour training program within one year of their election or appointment. If you run for and are elected to the Board at the next election, you will also need to complete one hour of refresher training during each subsequent year you serve as a Board member.

Are you aware of any conflicts that would regularly interfere with your ability to commit to this amount of time? ☐ Yes ☐ No

Are you aware of any conflicts of interest you may have in serving on the Board? ☐ Yes ☐ No

A conflict of interest might be having ownership in a business that does business with the district, having a relative employed by the district, or serving on another board of directors or in another elected office. A conflict of interest does not necessarily disqualify you from Board service, but may require certain procedures and disclosures to be used. If you have possible conflicts, please describe them: \_\_\_\_\_

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FILE: BBE-AF1

Critical

I (the Applicant) swear that the information I have provided on this form is true and accurate, that I am legally eligible to be appointed to the office of director of this school district, and that I am legally able to hold office if appointed to the position.

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Applicant's Signature

Date

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***Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.***

Implemented: 10/08/2014

Revised:10/28/2015; 09/27/2017; 10/23/2019; 01/28/2020; 09/27/2023

Windsor C-1 School District, Imperial, Missouri



Please complete the following. All information provided will be subject to public disclosure under the Missouri Sunshine Law.

1. How many years have you resided in the Windsor C-1 School District? What are the ways in which you have been involved in the District? (for example, PTO activities, committees, booster clubs, etc)

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2. What do you see as the most significant obstacle that Windsor C-1 is currently facing?

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3. What unique qualities or skills do you possess that would make you an asset to the Windsor C-1 Board of Education?

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