



## Twin Ridges Elementary School District

### Provisional Appointment Timeline

Fri., 3/28/25 Letter of Resignation received March 28, 2025, effective April 1, 2025, submitted to Twin Ridges Elementary School District by Board member Mindi Morton (Trustee Area I). The governing board has 60 days to make a provisional appointment or call for an election.

Monday, 4/7/25 Applications for appointment to the board are available April 7th – April 21, 2025

Monday 4/7/25 Public notice of available position – accepting applications (Press release & Website)

Monday, 4/22/25 4:00 PM – deadline for applications

Wednesday 4/30/25 Superintendent and Board President meet to review Board Agenda; and provisional appointment applications to ensure applicant's eligibility.

Thursday 5/8/25 Applications will be placed in the board packet under correspondence.

Tuesday 5/13/25 TRESD REGULAR BOARD MEETING – The Board may make the appointment.

Wednesday 5/14/25 Public notice of appointment (E.C. 5092): Within 10 days of the provisional appointment which will occur, the board and superintendent shall post notice of actual vacancy and the provisional appointment in three public places and also publish a public notice.

## Education Code Highlights

1008 Vacancies; procedure for filling

5090 Definition

*Letter of resignation is irrevocable. The effective date can be deferred up to 60 days.*

5091 Provisional appointment or special election; petition; requirements

*Within 60 days a provisional appointment must be made. If not, the superintendent calls for an election. If an appointment is made, a petition from the public can be submitted for up to 30 days, to require an election. EC 5091 references GC 6061*

5092 Public notice of vacancy and provisional appointment refers to 6061 of the government code.

## Government Code Highlights

6060 Whenever any law provides that publication of notice shall be made pursuant to a designated section of this article, such notice shall be published in a newspaper of general circulation for the period prescribed, the number of times, and in the manner provided in that section. As used in this article, "notice" includes official advertising, resolutions, orders, or other matter of any nature whatsoever that are required by law to be published in a newspaper of general circulation.

6061 Publication of notice pursuant to this section shall be for one time.