



REDLANDS UNIFIED SCHOOL DISTRICT

Board of Education
Patty S. Holohan
Jim O'Neill
Cristina Puraci
Alex Vara

Superintendent
Mauricio Arellano

Redlands Unified School District Board of Education

Information Regarding School Board Member Vacancy by Appointment

October 9, 2019

The Redlands Unified School District Board of Education is accepting applications from residents within the boundaries of Trustee Area 2 who are interested in serving on the Board of Education. The vacant position has been created by Board Member Ruiz' resignation. The appointed person will serve the remainder of Board Member Ruiz' unexpired term through November, 2022.

The Board of Education will appoint a new member using the process outlined below:

Legal Requirements

Candidates must be at least 18 years of age, reside within the boundaries of the Redlands Unified School District Trustee Area 2, be a registered voter, and not have been disqualified by the Constitution or laws of California from holding a civil office¹. (Ed Code 35107) [MAPS](#)

Employees of the Redlands Unified School District may not be sworn into office as an elected or appointed member of the Governing Board unless he or she resigns as an employee. (Ed Code 35107.b.1)

Board of Education Meetings

Board of Education meetings are held approximately two times monthly. Additionally, there may be Special Board meetings, work sessions, committee meetings, trainings, and seminars. Board of Education meetings scheduled for the remainder of 2019-2020 may be found at [MEETINGS](#)

Application and Interview Process

Applications (*School Board Candidate Questionnaire* and *Qualification Form*) will be available at the Superintendent's Office, 20 West Lugonia Avenue, Redlands, CA, or online at www.redlands.k12.ca.us beginning on October 9, 2019.

The deadline to submit all completed application materials is 4:00 PM, October 18, 2019. All completed application materials should be submitted to the Superintendent's Office, 20 West Lugonia Avenue, Redlands, CA, 92373. Applications received after the stated deadline will not be considered. The District assumes no responsibility for application materials that were sent but not received by the stated deadline.

¹ Examples of crimes that result in forfeiture of office include, but are not limited to, convictions for felonies, offenses that involve violation of official duties, bribery, selling appointments, intoxication in the discharge of official duties, misuse of public funds, conflict of interest violations, and a false claim of receipt of any military decoration or medal.

All applications and accompanying materials are considered public information.

The Board of Education will announce and post on the District's website a list of individuals whom have submitted a completed application and meet the qualifications for appointment to the vacant Board of Education seat. This list will be posted on October 21, 2019. See list [LIST](#)

All qualified applicants will be contacted by telephone on October 22, 2019, and will be notified of the time to report for a *Special Board meeting* to be held October 24, 2019.

A *Special Board meeting* will be held on October 24, 2019, in which the Board of Education will interview all qualified applicants and select the appointee by a majority vote. Please note that all interviews and all deliberations are conducted in Open Session and will comply with the requirements of the Brown Act (Government Code 54950-54963).

How to Apply

Candidates applying must submit an application packet by the stated deadline of 4:00 PM October 18, 2019, to be considered. An application packet consists of:

1. A cover letter, not more than two pages, including an introduction of self, and explanation as to why desiring to serve on the Redlands Unified School Board
2. A completed *Qualification Form* [FORM](#) indicating you meet all qualifications to be a Board Member in the Redlands Unified School District
3. Written responses to questions listed on *School Board Candidate Questionnaire* [QUESTIONS](#)
4. A current resume
5. Three short letters of reference, other than from Redlands Unified School District Board members, or from administrators employed with the Redlands Unified School District

Return all completed application materials (Cover letter, qualification form, written responses to the questionnaire, resume, three letters of reference) to:

Mr. Mauricio Arellano
Superintendent & Secretary to the Board of Education
Redlands Unified School District
20 West Lugonia Avenue
Redlands, CA 92373

Application Deadline is 4:00 PM October 18, 2019

Additional Resources for Prospective Candidates

Additional resources regarding School Board member responsibilities, duties, and functions, may be found [RESOURCES](#)

Important Dates for the Selected Candidate

Important calendar dates that the appointed Board Member should be aware of may be found [DATES](#)