

BOARD-DECLARED VACANCY CAUSED BY ABSENTEEISM

NEPN/NSBA Code: BBBDA

When a member must be absent from a regular meeting, that member shall inform the Board Chair (or the Vice-Chair if the Chair is unavailable) that she/he will not attend the meeting. The minutes of the meeting shall reflect the attendance status of all members.

1. Should a member have two consecutive, non-reported, absences or three consecutive reported absences and following attempts by the Chair to ascertain the member's status and intention, the member shall be informed that a subsequent absence will cause the Board to declare the seat open.
2. At its next regular meeting, and having informed the member who has been absent, the Board shall meet in executive session to discuss declaring a Board vacancy. The member in question will be notified of the meeting so that she/he can attend and that member shall be provided the opportunity to present his/her reasons why the Board should not declare a vacancy.
4. Following the deliberation, the Board may meet in open session to vote whether or not to declare a vacancy.
5. Should a vacancy be declared in accordance with this policy, the vacancy will be filled in accordance with the appropriate provisions of M.R.S.A. Title 20-A.
6. An absence for any of the following reasons shall be routinely considered and excused absence: Illness of the member or members of his/her immediate family, death in the member's family, a short-term family obligation, or an unavoidable commitment related to the member's employment (so long as such commitment is not of the type which prevents the member from attending on a regular basis). Absences for reasons other than those identified above shall be considered by the Board on an individual basis.

Reviewed: October 11, 2016

Reviewed: October 4, 2017

Reviewed: October 2, 2019

Revised: 11.15.2022