

## Election

Board elections shall be held on the Tuesday following the first Monday in November of odd-numbered years.

A person is legally qualified to become a board member who is a United States citizen and a qualified voter resident in the school district and appropriate director district.

A person may become a candidate for a place on the board by filing a declaration of candidacy with the county auditor during the May filing period, as prescribed by law. If the school district includes territory in two or more counties, the declaration of candidacy shall be filed with the county auditor of the county designated by the Superintendent of Public Instruction as the county to which the district belongs, pursuant to RCW 28A.323.040.

In the event that there are more than two candidates for any position on the board, a primary election shall be held on the first Tuesday of August in the manner prescribed by law. The two candidates receiving the greatest number of votes will appear on the election ballot in November.

If, prior to the first day of the regular filing period, a vacancy occurs in a school director position that is not scheduled to appear on the general election ballot, leaving an unexpired term for which a successor must be elected at the next general election, filings for that position will be accepted during the regular filing period. The filing officer will provide notice of the vacancy and filing period to newspapers, and online. The position will appear on the primary and general election ballots unless no primary is required.

If, on the first day of the regular filing period or later, a vacancy occurs in a school director position that is not scheduled to appear on the general election ballot leaving an unexpired term, the election of the successor will occur at the next succeeding general election that the office is allowed by law to have an election.

If, following the regular filing period and deadline to withdraw, but prior to the day for the primary, a void in candidacy occurs, the filing officer will reopen the filing period of three normal business days. The filing officer will provide notice of the special filing period to newspapers, radio, and television in the county, and online. The candidate receiving a plurality of the votes cast for that school director in the general election is deemed elected.

Cross Reference:	Policy	1114	Board Member Resignation and Vacancies
	Policy	1610	Conflicts of Interest
	Policy	4400	Election Activities

Policy Governance GP-2-E2 School Board Elections

Legal References:	RCW 28A.323.040	Joint school districts — Designation of county to which joint school district belongs
	RCW 28A.343.300	Directors — Terms — Numbers
	RCW 28A.343.320	Directors — Declarations of candidacy — Positions as separate offices
	RCW 28A.343.330	Directors — Ballots — Form
	RCW 28A.343.340	Directors — When elected — Eligibility

RCW 29A.04.151  
RCW 29A.24.141  
RCW 29A.24.181

RCW 29A.24.191  
RCW 29A.52.210  
RCW 42.12.010

Residence  
Void in candidacy—exception  
Reopening of filing —before eleventh  
Tuesday before general election  
Scheduled election lapses, when  
Local primaries  
Causes of vacancy

Management Resources:

*Policy News*, August 2011

*Policy News*, October 2006

Legislature clarifies law on  
vacancies and voids in  
candidacy, primary election date  
changes  
Changes in Election Law

**Adoption Date: 01.28.86  
Washougal School District  
Revised: 10.13.98; 09.14.10; 01.25.11; 05.27.14  
Annual Review: 10.11.22**

## **Candidate Orientation**

Candidates for appointment or election to the board are urged to attend public meetings of the board. All public information about the school system will be made available to them.

If the candidate is receptive, the superintendent will cooperate impartially with all candidates in providing the candidates with information about school governance, board operations and school programs. Information to board candidates may include:

1. Notifying the candidate of open meetings of the board, and providing an agenda;
2. Meeting with the candidate to provide background information on the school system and board service and/or arranging such other candidate orientation sessions as the candidate may reasonably request;
3. Providing each candidate with access to publications of the district, materials from the Washington State School Directors' Association, the official minutes of board meetings; the district policy manual; and Policy Governance Executive Responsibilities;
4. Reviewing the district budget and related fiscal documents; and
5. Providing each candidate with information regarding the Public Disclosure Act, Open Public Meetings Act and conflict of interest laws.