

**Linn Benton Lincoln  
Education Service District**

Code: **BBC**  
Adopted: 7/8/98  
Revised: 02/14/2017

**Board Member Resignation**

The Board believes that any citizen who files and seeks election or appointment to the Board should do so with full knowledge of and appreciation for the investment in time, effort and dedication expected of all Board members, and that the citizen's intent is to serve a full term of office.

When a member decides to terminate service, the Board requests earliest possible written notification of intent to resign so that the Board may plan for the continuity of Board business. Resignations must be made in writing and submitted to the Superintendent. Board members can resign the office effective at a future date. Such notification shall include the effective date and principle reason of the resignation.

The Board will announce the resignation and declare the vacancy at a Board meeting.

The Board will determine the procedures to be used in filling the vacancy. The Board may begin a replacement process and select a successor prior to the effective date of resignation. However, the actual appointment shall not be made before the resignation date.

END OF POLICY

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**Legal Reference(s):**

[ORS 236.320](#)  
[ORS 236.325](#)

[ORS 334.095](#)