

**MORGAN HILL UNIFIED SCHOOL DISTRICT**

15600 Concord Circle  
Morgan Hill, CA 95037  
(408) 201-6001

**BOARD OF TRUSTEES  
CANDIDATE INFORMATION PACKET  
BOARD APPOINTMENT 2015**

**DEADLINE FOR SUBMISSION  
FRIDAY, DECEMBER 4, 2015 5:00 PM**



# ANNOUNCEMENT OF TRUSTEE VACANCY

The Board of Education, Morgan Hill Unified School District intends to make a provisional appointment to fill the vacancy created by the resignation of Amy Porter Jensen.

<b>Who can apply?</b>	Residents of the Morgan Hill Unified School District who are 18 years of age or older and registered to vote in the Morgan Hill Unified School District. An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office, Education Code 35107(b)(1).
<b>How to apply?</b>	Obtain a copy of the Candidate Information Packet, which includes a candidate application. Submit the application to:  Morgan Hill Unified School District Superintendent's Office – Jayne Giangreco <b>(giangrecoj@mhusd.org)</b> 15600 Concord Circle Morgan Hill, CA 95037
<b>Candidate Information Night</b>	Candidate Information Night Nov. 19, 7:30pm – MHUSD District Office
<b>Application deadline?</b>	Candidate applications are due in the Superintendent's office by December 4, 2015, 5:00PM
<b>Candidate interviews?</b>	Candidates should be available for interviews to be held at a special Board meeting Tuesday, December 8, 2015, beginning at 6:00PM. Depending on the number of candidates, the meeting may be continued to a special Board meeting, December 11, 2015, beginning at 6:30PM
<b>Board action?</b>	It is anticipated that the Board will take action to appoint a candidate subsequent to the candidate interviews, at the special Board meeting on December 8, 2015 or December 11, 2015, (depending on the number of candidates.)
<b>Questions?</b>	Address questions or request additional information from the Superintendent's office.
<b>Notes:</b>	Only complete applications will be accepted. All applications are available to the public.

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**Morgan Hill Unified Board of Trustees Candidate Information**

Included in this packet is information for prospective candidates who wish to apply to fill the unexpired term of resigning Board member Amy Porter Jensen. The person appointed shall hold office until the last day of November following the next regularly scheduled election for district Board members November 2016. Candidate applications are available from the Morgan Hill Unified School District Superintendent's office, 15600 Concord Circle. Additional information may be obtained by calling the Superintendent's office at 201-6001. Following is a schedule for the Trustee appointment process.

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| <b>Tuesday,<br/>November 12, 2015</b>   | Board reviews the selection criteria   |
| <b>By Friday,<br/>November 13, 2015</b> | Notice of vacancy and Notice of Intent to Appoint distributed widely to employees, school sites, parent groups, community members, newspapers, employee organizations, and posted on the District's website. |
| <b>Friday,<br/>November 13, 2015</b>    | Candidate application packets are available from the Superintendent's office and the District's website ( <a href="http://www.mhusd.org">www.mhusd.org</a> ).  |
| <b>Thursday,<br/>November 19, 2015</b>  | Candidate Information Night 7:30pm – MHUSD District Office   |
| <b>Friday,<br/>December 4, 2015</b>     | <b>Candidate applications are due in the Superintendent's office by 5:00 pm.</b>   |
| <b>Tuesday,<br/>December 8, 2015</b>    | Special Board meeting to interview candidates in open session and select Board member. Appointment of Board member. Oath of Office will be administered (if additional day is not needed).                   |
| <b>Friday,<br/>December 11, 2015</b>    | Depending on the number of candidates, interviews may be continued to Friday, December 11, 2015. Oath of Office will be administered (if additional day is needed).  |

## Morgan Hill Unified Board of Trustees Candidate Information

Requirements (Reference: California Education Code Section 35107)

- Must be 18 years of age or older
- Citizen of the state
- Resident of the Morgan Hill Unified School District
- Registered voter

*Board members must be willing to file an annual Conflict of Interest Statement with Santa Clara County.*

<b>Name:</b>
<b>Address:</b>
<b>Phone:</b>
<b>Email:</b>
<b>Education:</b>
<b>Occupation:</b>
<b>Years of residence in the Morgan Hill Unified School District:</b>

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**Please answer the following questions in writing and submit with your application. Additional questions may be asked at the time of the interview.**

1. Why do you want to be a Board member?
2. What has been your involvement in the Morgan Hill Unified School District, including school-wide activities/committees and/or district-wide community activities?
3. What unique qualities/experience do you have that would make you a good Board member?
4. Define the role of the Board as you see it. What is your role as a member?
5. Describe/list your community and/or business activities.
6. Describe any other background qualifications or experiences, which are related to school children/youth.
7. What do you see as the strengths within the Morgan Hill Unified School District?

I \_\_\_\_\_ do hereby declare myself as an applicant for appointment to the Board of Trustees of the Morgan Hill Unified School District, County of Santa Clara. **I understand that only complete, signed applications received in the Superintendent's office by the date and time indicated on the Trustee Vacancy Announcement page of this packet will be considered by the Board and that all information included in my application is available to the public.**

\_\_\_\_\_  
Candidate's signature

\_\_\_\_\_  
Date

**This completed document is public information.**

**Deadline for submission to Superintendent's office: Friday, December 4, 2015 5:00 pm**

**Morgan Hill Unified School District  
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**Morgan Hill Unified Board of Trustees Candidate Information**

**Candidates for the Morgan Hill Unified Trustee vacancy may be asked to respond to questions on the candidate application, which are as follows:**

<b>1.</b>	Why do you want to be a Board member?
<b>2.</b>	What has been your involvement in the Morgan Hill Unified School District, including school-wide activities/committees and/or district-wide community activities?
<b>3.</b>	What unique qualities/experience do you have that would make you a good Board member?
<b>4.</b>	Define the role of the Board as you see it. What is your role as a member?
<b>5.</b>	Describe/list your community and/or business activities.
<b>6.</b>	Describe any other background qualifications or experiences, which are related to school children/youth.

*During the interviews, candidates may be asked to expand or clarify responses given on the candidate application. In addition to the above, the following questions may be asked during the candidate interview. Other questions may also be asked at that time.*

<b>7.</b>	What do you see as the strengths within the Morgan Hill Unified School District?
<b>8</b>	What do you believe to be the major needs/ problems/ challenges/ opportunities facing the Morgan Hill Unified School District during the next five years?
<b>9</b>	What would you do to prepare yourself for deciding major issues that might come before the Board?
<b>10.</b>	How would you handle complaints or problems that are brought to your attention by parents or others?
<b>11.</b>	As a Board member, you have confidential information that leads you to believe that a certain administrative action you are supporting is correct and proper. For example, an administrator or teacher, popular with parents and teachers, may be reassigned or dismissed for compelling but confidential reasons. How would you handle public outcry opposing your stance?
<b>12.</b>	Your position on numerous issues is diametrically opposed to that of your fellow Board members. How would you handle this professional conflict?