



# Marshall ISD School Board

## District 1 Prospective Candidate:

The Marshall Independent School Board plans to fill the unexpired term for District 1 Trustee in May. The individual appointed must reside in Marshall ISD District 1 and will serve their district until May 2019 when a special election will be held to fill the remaining year on the District 1 term. The individual appointed by the Board has the choice whether or not to file for a place on the May 2019 ballot.

*NOTE: The District 1 term is set to expire in May 2020, and voters at that time will elect a candidate to fill the seat for the usual three-year term.*

May 2018	Appointment to fill the District 1 seat
May 2019	Special Election for District 1 remaining one-year term
May 2020	Election for District 1 three-year term

**Interested applicants must complete the application below and return it to the Superintendent's Office, 1305 E. Pinecrest Drive, Marshall, TX 75672 by **NOON on Friday, May 11, 2018.****

Applications will be accepted via US Mail, in person, fax (903-935-0203) or by email to [scottjl@marshallisd.com](mailto:scottjl@marshallisd.com)

Trustees will screen applicants and select candidates of their choice to interview during executive session at a special meeting in May. The appointment will be made by majority vote of the current School Board in open session.

### General Qualifications:

A person may not be elected trustee of an independent school district unless the person is a qualified voter. Education Code 11.061(b)

To be eligible to be a candidate for, or elected or appointed to, the office of school Board Trustee, a person must:

- Be a United States citizen
- Be 18 years of age or older on the first day of the term to be filled at the election or on the date of appointment, as applicable
- Have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote
- Have not been finally convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities Atty. Gen. Op. LO 96-114 (1996)
- Be a resident of Texas and the District for the period of time described at Candidate's Residency Term, below. Tex. Const. Art. XVI, Sec. 14 Election Code 141.001(a); Brown v. Patterson, 609 S.W.2d 287 (Tex. Civ. App.-Dallas 1980, no writ)
- Be a registered voter. Education Code 11.061(b); Election Code 11.002
- Take the official oath of office. Education Code 11.061(a)
- Serve without compensation. Education Code 11.061(d)

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**Appointment to Office**

An individual appointed to the office of Trustee must have been a resident of the state for 12 months, and a resident of District 1 for six months, prior to the day on which the appointment is made. Election Code 141.001(a)(5). For a map to determine if your current residence is located within District 1 please visit:

[http://www.co.harrison.tx.us/Elections/Maps/MISD\\_SingleMemberDistricts.pdf](http://www.co.harrison.tx.us/Elections/Maps/MISD_SingleMemberDistricts.pdf)

**Residence Defined**

"Residence" shall mean domicile, one's home and fixed place of habitation to which one intends to return after any temporary absence; one does not lose one's residence status by leaving to go to another place for temporary purposes only. A person does not acquire a residence in a place to which the person has come for temporary purposes only and without the intention of making that place the person's home. Residence shall be determined in accordance with the common-law rules, as enunciated by the courts of this state, except as otherwise provided by the Election Code. Election Code 1.015

Thank you for your interest in serving Marshall ISD and District 1.

Sincerely,



Helen Warwick, Board President  
District 3

# Marshall Independent School District District 1 Vacancy Application Timeline

The Marshall Independent School Board plans to fill the unexpired term for District 1 Trustee in May. The individual appointed must reside in Marshall ISD District 1 and will serve their district until May 2019 when a special election will be held to fill the remaining year on the District 1 term. The individual appointed by the Board has the choice whether or not to file for a place on the May 2019 ballot.

April 23 – May 11 at NOON: Applications accepted

May 12 – May 14: Applications reviewed by the Board (Background/Reference Checks)

Week of May 14 – 18: TBD Special Called Meeting to Interview Candidates and Deliberate in closed session

Sun	Mon	Tue	Wed	Thu	Fri	Sat
APRIL 22	23 <b>APPLICATION PERIOD OPENS</b>	24	25	26	27	28
29	30	MAY 1	2	3	4	5
6	7	8	9	10	11 <b>APPLICATION PERIOD ENDS @ NOON</b>	12 <b>BOARD REVIEWS APPLICATIONS</b>
13	14	15	16	17	18	19
<b>TBD – SPECIAL CALLED MEETING (CLOSED SESSION) INTERVIEW/DELIBERATE</b>						



# Trustee Appointment Application

## 1. Personal Information

Full Legal Name			
Preferred Name			
Spouse's Name			
Physical Home Address			
City, State, Zip:			
Mailing Address:			
City, State, Zip:			
Work Telephone	Cell Phone	Home Telephone	Social Security #
County	Preferred E-mail Address		
Secondary E-Mail Address (if applicable)			

## 2. Employment Information

Employer	Employer's Address	Present Job Title
		Profession
Present Job Description		

## 3. Education/Training

<i>Type of School</i>	<i>Name and Location of School</i>	<i>Year Graduated</i>	<i>Degree/Field of Study</i>
High School			
Undergraduate			
Graduate			
Other			

## 4. Employment History

<i>Employer</i>	<i>Position</i>	<i>Dates</i>	<i>Location</i>

**5. Personal References**

<i>Name</i>	<i>City</i>	<i>Telephone</i>	<i>Relationship</i>

**6. Volunteer Participation**

<i>Organization</i>	<i>Title/Position</i>	<i>Current/Former</i>

**7. Social Media Information**

Do you use, or have you ever used, any of the following? If answered yes, provide additional			
Facebook	Y	N	Username
Twitter	Y	N	Handle@
Instagram	Y	N	Username
Linkedin	Y	N	Profile
Google+	Y	N	Username
Snapchat	Y	N	Username

**8. Miscellaneous Information**

	YES	NO
Have you filed federal income tax returns for the past five (5) years? <i>If answered no, please be prepared to respond to questions.</i>		
Have you paid all property taxes currently owed by you?		
Have you voted in the May and November elections held for the last four years?		
Are you interested in running for election 2019 for the remaining 1 year of the unexpired term		

**9. Readiness Assessment (Please check all that apply)**

- I have reviewed the school board eligibility requirements found in Policy BBA (LEGAL). I confirm that I meet all of the eligibility requirements.
- I understand that I am expected to prepare for and participate in board meetings, work sessions, special called meetings, district events and other board functions, as needed, and I confirm that I am available.
- I understand that in the course of this process, the Board may conduct a background check pursuant to Policy GKG (LEGAL), and I consent.

**10. Required Documents and Certification**

- Completed Application
- Voter registration card (no substitutions will be accepted)
- Copy of Driver’s License
- Prospective Trustee Questionnaire

**Notes:**

- Failure to submit the required documentation will forfeit your application.
- Any information provided on the application, background check or attached shall be subject to the Texas Public Information Act. This means that an individual requesting copies of the information in your file shall be provided access to that information.
- Information not requested will not be considered during the application process.

**CERTIFICATION OF APPLICANT**

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of a fact may result in my disqualification for appointment. I specifically authorize the Marshall Independent School District to conduct an investigation of my background as part of its consideration of this appointment.

\_\_\_\_\_ Applicant Signature

Sworn to and subscribed before me, by the said \_\_\_\_\_  
this the \_\_\_\_ day of \_\_\_\_\_, 2018 to certify which, witness my hand and seal of office.

\_\_\_\_\_  
Signature of officer administering oath

\_\_\_\_\_  
Printed name of officer administering oath

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## Prospective Trustee Questionnaire

Applicant's Name:

Do You Have Children Currently Enrolled In Marshall ISD?

YES

NO

If Yes, Please List Schools/Grades

Why would you like to be part of the Marshall ISD Board of Trustees?

Briefly Describe Your Educational Background & Qualifications:

Briefly Describe Your Volunteer Experience/Involvement in Marshall ISD:

What Strengths Do You Bring To This Position?

What do you see as the most significant challenge or opportunity facing Marshall ISD?

Please explain below any personal relationship or ties you have to an existing School Board member?