

Bylaws of the Board

Election of Members to the Diocesan Board

Policy adopted

Revised:

I. Membership

Membership of the Diocesan Board of Education consists of three (3) appointed members and twelve (12) elected members. The Bishop appoints the appointed members. The elected members include nine (9) lay persons representing the six – (6) deaneries, two (2) priests, and one (1) sister. Elections shall be held annually in the spring. Appointed and elected members take office at the first meeting of the Diocesan Board of Education after July 1.

All board members hold office for a term of three years, as defined in the constitution. A member may be reappointed or reelected.

II. Method of Selection

A. Appointed Members – Unless otherwise specified in the letter of appointment, each appointed member shall serve a term of three (3) years, and shall serve no more than two (2) consecutive terms.

B. Elected Members – Each elected member shall serve a term of three (3) years, and shall serve no more than two (2) consecutive terms.

1. Lay Members

a. Calendar for Deanery Elections

December

The Office of Pastoral Services informs Dean, Deanery Council chairperson, and boards of education of vacancy. The Diocesan Board member on the next Deanery Council agenda requests agenda time.

Names are surfaced at the deanery level for ballot. Potential candidates shall be provided with information about the board's work, and be supportive of all areas of responsibility of the Diocesan Board.

Deanery Diocesan Board member contacts persons named, informs them of the role, ascertains eligibility, and confirms willingness to serve.

February

Diocesan board member sends names of candidates accepting nomination to Office of Pastoral Services from the deanery. Ballots and biographical information are sent from the Office of Pastoral Services to the parish boards of education in the electing deanery.

March/April

Parish board of education president casts the ballot for the board. The ballots are sent to the Office of Pastoral Services.

May

Results are announced by the Office of Pastoral Services in letters to the Dean, deanery council, and deanery parishes education boards, and the members of the Diocesan Board. Biographical data of the newly elected members is sent to the Office of Pastoral Services.

September

New members take office at the September Diocesan Board meeting.

b. Responsibilities of the Diocesan Board member in Deanery Elections Represents the Diocesan Board of Education at the deanery council meeting

- Informs the deanery council of the vacancy;
- Facilitates the surfacing of candidates' names at the Deanery Council meeting;
- Contacts persons whose names were surfaced to:
 - Ascertain eligibility;
 - Describe the role and responsibilities of a member of the Diocesan Board/areas of responsibility of the board; ask the person if he/she is willing to have his/her name placed on the ballot;
- Sends the names of candidates to the Office of Pastoral Services.

c. Election procedures

When the candidates' names are received at the Office of Pastoral Services a ballot is prepared. The ballot is sent to the president of the board of education in each parish in the electing deanery.

The chairperson of the parish board of education, after discussion at the local board, casts the ballot in the name of the board at the next board meeting. The ballot is returned to the Office of Pastoral Services to be counted. The nominee receiving a plurality of the vote is elected a member of the Diocesan Board of Education.

In case of a tie, the Office of Educational Services prepares another ballot. If a tie should again result, the Diocesan Board will elect the member by secret ballot at its next regular meeting.

The Office of Pastoral Services sends election results to the Dean, deanery council and the deanery.

d. Vacancies

Vacancies occurring between elections shall be filled for the interim by appointment of the Diocesan Board.

2. Sisters – The Sisters Council shall establish a process to conduct an annual election of one sister to the Diocesan Board of Education. The term of office shall be three years.

Vacancies occurring between elections shall be filled for the interim by appointment made by the Sisters Council.

3. Priests – The Priests Council shall establish a process to conduct an annual election of one priest to the Diocesan Board of Education. The term of office shall be three years.

Vacancies occurring between elections shall be filled for the interim by appointment made by the Priests Council.

III. Term of members - Terms for all members shall begin with the first meeting after July 1.

IV. Removal

A. Formal Resignation A member resigning from the board shall inform the president in writing.

B. Resignation by Absence

Article III, Section 3 of the constitution of the Diocesan Board of Education states in:

“Any member of the board, other than an ex officio member, who is absent from two consecutive regular meetings of the board shall, unless excused by action of the board, cease to be a member.”

Accordingly, the board notifies the absentee after two consecutive unexcused absences, stating clearly that membership will cease unless he/she is present at the next meeting.