

VOCATIONAL, TECHNICAL & ADULT EDUCATION 3
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Chapter VTAE 2

DISTRICT BOARD MEMBER APPOINTMENTS

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Note: Chapter A-V 2 was repealed and recreated by emergency rule effective February 16, 1983. Chapter A-V 2 as it existed on August 31, 1983 was repealed and a new chapter A-V 2 was created effective September 1, 1983; chapter A-V 2 was renumbered to be chapter VTAE 2, Register, September, 1985, No. 357, eff. 10-1-85.

VTAE 2.01 Purpose. This chapter establishes criteria and procedures for the review of district board member appointments by the board as required under s. 38.04 (15), Stats., interprets the board's authority to require under s. 38.10 (2) (c), Stats., that district board appointments comply with the plan of representation, and interprets s. 38.10 (2) (f), Stats., requiring the board to formulate the plan of representation and appoint district board members where the appointment committee cannot reach agreement within 30 days of their first meeting.

History: Cr. Register, August, 1983, No. 332, eff. 9-1-83; reprinted to correct error, Register, November, 1983, No. 335.

VTAE 2.02 Definitions. (1) "Appointment committee" means the appointment committee constituted under s. 38.10 (1) (a), (b) or (c), Stats.

(2) "Board" means the board of vocational, technical and adult education.

(3) "District" means a vocational, technical and adult education district.

(4) "District board" means the district board in charge of the vocational, technical and adult education schools of a district.

(5) "Minority" means a person whose race or ethnic group is either:

(a) American Indian or Alaskan Native — a person with origins in any of the original people of North America, and who maintain cultural identification through tribal affiliation or community recognition;

(b) Asian or Pacific Islander — a person having origins in the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands;

(c) Black — a person not of Hispanic culture having origins in any of the Black racial groups of Africa; or

(d) Hispanic — a person of Mexican, Puerto Rican, Caribbean, Central or South American or other Spanish culture or origin, regardless of race.

(6) "Business and industry" includes every trade, occupation and profession.

History: Cr. Register, August, 1983, No. 332, eff. 9-1-83.

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VTAE 2.03 District duties. If requested by the district board appointment committee, the district board shall provide any reasonable and necessary clerical services, support services and information.

History: Cr. Register, August, 1983, No. 332, eff. 9-1-83.

VTAE 2.04 Board review of appointments. (1) Pursuant to s. 38.10 (2) (c), Stats., the board shall require that district board appointments comply with the provisions of the plan of representation. Plans shall be in writing and need not conform to any technical requirements, but shall contain the information required under sub. (2).

(2) At a minimum, the plan of representation prepared by the appointment committee shall include:

(a) A map of the district, and if the district is divided into subunits for appointment purposes, the boundaries of these subunits shall be indicated on the map.

(b) A statement explaining the plan of representation and demonstrating how the plan of representation gives equal consideration to:

1. The general population distribution of the district.
2. The distribution of women within the district.
3. The distribution of minorities within the district.

(3) To enable the board to determine whether appointments made under the plan of representation are in compliance with the plan, the following materials shall be submitted to the board by the appointment committee:

(a) A statement explaining how the appointments implement the plan, how the appointments give equal consideration to the general population distribution and the distribution of women and minorities within the district as required under sub. (2) (b), and what actions were taken to recruit women and minority candidates for positions on the district board.

(b) An affidavit of each candidate for a position on the board indicating the candidate's:

1. Full legal name.
2. Home and business address.
3. Home and business telephone numbers.
4. Position sought as an employer, employe, at-large or school district administrator and whether the candidate holds any public office enumerated under s. 38.08 (1) (a) 2, Stats. A candidate may seek appointment to any position for which the person qualifies.
5. Power to employ or discharge if the person is seeking an employer position, or inability to employ or discharge if the candidate is seeking an employe position.
6. Sex and status as a member of a minority as defined under s. VTAE 2.02 (5). This information is optional but is requested to enable the board to determine whether equal consideration has been given to the distribution of women and minorities within the district.

7. Other qualifications that the candidate desires brought to the attention of the appointment committee.

(c) A statement explaining how the employer and employe members as appointed are representative of the various businesses and industries in the district as required under s. 38.08 (1) (a) 2, Stats.

(4) In considering the approval of any appointments made under the plan of representation, the board shall determine whether the appointments:

(a) Reasonably represent the general population distribution and the distribution of women and minorities as set forth in the plan of representation.

(b) Reasonably represent the various businesses and industries in the district as required for employer and employe members of the district board.

(c) Result in a district board consisting of 9 members who are residents of the district, including 3 employer members who have the power to employ and discharge, 3 employe members who do not have the power to employ or discharge, 2 at-large members and a district administrator as defined under s. 115.01 (11) Stats., and employed by the school board of a school district located in the district.

(d) Result in at least 2 of the members of the district board being elected officials of a county board of supervisors, common council, village board of trustees, town board of supervisors or school board. No 2 members of the district board may be officials of the same governmental unit nor may any district board member be a member of the school board that employs the school district administrator.

History: Cr. Register, August, 1983, No. 332, eff. 9-1-83; correction in (3) (a) made under s. 13.93 (2m) (b) 7, Stats., Register, September, 1985, No. 357; am. (3) (b) 6., Register, September, 1985, No. 357, eff. 10-1-85.

VTAE 2.05 Notification of board action. (1) Upon approval of the appointment committee's action appointing board members, the board [shall] send notice of approval to the chair of the appointment committee, person appointed and the chair of the district board within 10 days of board action.

(2) Upon disapproval of the appointment committee's action in appointing board members, the board shall send notice of disapproval to the chair of the appointment committee, person recommended for appointment by the appointment committee and the chair of the district board within 10 days of board action. The notice shall request the appointment committee to hold its first meeting for reconsideration of the appointment action within 30 days of receipt of the notice. Any action of the appointment committee appointing a new district board member shall be resubmitted to the board for its review under s. VTAE 2.04. The board shall make appointments to district boards only as permitted under s. VTAE 2.06.

History: Cr. Register, August, 1983, No. 332, eff. 9-1-83; am. (2), Register, September, 1985, No. 357, eff. 10-1-85.

VTAE 2.06 Appointments by the board. (1) If the appointment committee cannot reach agreement on the representation plan and district board membership within 30 days after its first meeting to make appointments,

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or within 30 days after its first meeting to make appointment following receipt of the board's notice of disapproval under s. VTAE 2.05 (2), the board shall formulate the plan of representation and appoint the district board members in accordance with the plan.

(2) The appointment committee shall forward to the board the most recent approved plan of representation, the affidavit of each applicant required under s. VTAE 2.04 (3) (b), and a statement explaining why the appointment committee could not reach agreement.

(3) If there are insufficient candidates for a specific position on the district board, or if the board in its judgment determines that there are insufficient candidates to make an appointment, the board shall publish a notice in the district soliciting the submission of names and qualifications of candidates.

(4) Upon appointment of a candidate to a position on the district board, the board shall, in writing, notify the chair of the appointment committee, the candidate and the chair of the district board of the board's action.

History: Cr. Register, August, 1983, No. 332, eff. 9-1-83; correction in (2) made under s. 13.93 (2m) (b) 7, Stats., Register, September, 1985, No. 357; am. (1) and (2), Register, September, 1985, No. 357, eff. 10-1-85.