



**Shelton School District**  
INSPIRE | CHALLENGE | EMPOWER

## ***ADMINISTRATIVE PROCEDURES***

No. 1105P  
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### **PROCEDURES**

#### **BOARD OF DIRECTORS**

##### **Director Districts**

When reconfiguring director district, the newly established director district will meet the following criteria:

- A. The districts will be as nearly as possible equal in population;
- B. The districts will be as compact as possible and consist of geographically contiguous area;
- C. The districts will not favor or disfavor any racial group or political party; and
- D. The districts will as much as possible coincide with natural boundaries and existing communities.

At least one week before the board considers adoption of the plan of director districts, the board will hold a public hearing on the plan.

Within thirty days of adoption of the plan of director districts, the legal descriptions and maps depicting the director districts will be submitted to the county auditor. If the plan is submitted after the fourth Monday in June of an odd-numbered year, the plan will not take effect until the following year.

Any registered voter in the district may challenge the plan within 45 days of its adoption by requesting that the superior court review the plan for compliance with the four criteria listed above.

##### **Certain School Districts – Election to Authorize Division of School Districts Not Already Divided Into Directors' Districts.**

The board of directors of every first-class school district other than a school district of the first class having within its boundaries a city with a population of four hundred thousand people or more which is not divided into directors' districts may submit to the voters at any regular school district election a proposition to authorize the board of directors to divide the district into directors' districts or for second-class school districts into director districts or a combination of no fewer than three director districts and no more than two at large positions. If a majority of the votes cast on the proposition is affirmative, the board of directors shall proceed to divide the district into directors' districts following the procedure established in RCW 29A.76.010. Such director districts, if approved, shall not become effective until the next regular school election when a new five member board of directors shall be elected, one from each of the director districts from among the residents of the respective director district, or from among the residents of the entire school district in the case of directors at large, by the electors of the entire district, two for a term of two years and three for a term of four years, unless such district

elects its directors for six years, in which case, one for a term of two years, two for a term of four years, and two for a term of six years.

### **Dissolution of Director Districts**

If the district desires to dissolve director districts and create a combination of director districts and at-large districts, the board will submit a resolution adopted by the board or a petition signed by 20 percent of the registered voters to the governing educational service district (ESD). The resolution or petition will request dissolution of the existing director districts. If the ballot measure is approved, the board will reconfigure the existing districts to consist of at least three director districts and at most two at large districts. As the current board members terms expire, their successors will be elected according to the approved redistricting.

### **Transfer of District Property**

A proposed change in school district organization by transfer of territory from one school district to another may be initiated by a petition in writing presented to the ESD superintendent. Before presenting the petition to the ESD, the board will submit a written notice of intent to transfer property to the effected school district(s). The written notice of intent to transfer will include a request that the effected district(s) respond in writing acknowledging receipt of the notice, and explaining their position regarding the proposed transfer.

The board will submit written notice of the intent to transfer property to all registered voters residing in the area proposed to be transferred. The notice must include date, time and place of a public hearing at which the voters can comment on the proposed transfer of property.

The board will compile and review responses from the effected school district(s) and all comments received from members of the public regarding the transfer prior to signing the formal petition requesting the transfer.

The board of directors will mediate with the effected district(s) in good faith and comply with the transfer procedures outlined in 28A.315.195 and 28A.315.215.