



## NOTICE OF REQUIREMENTS

The Board of Trustees is soliciting applications for appointment as the District 3 Trustee. The Board is required by state law to appoint an individual not later than the 180th day after the date the vacancy occurred.

All applications *must* be returned in person to the District's Chief Legal Counsel, located at 2621 W. Airport Freeway, Irving, Texas 75062 **no later than 12:00 PM (noon) on (October 24, 2022)** All applications will be stamped to indicate the time of receipt. Proof of submission does not constitute proof of receipt.

The application must be completed in its entirety except where indicated. Incomplete applications, or applications submitted in any other format, will not be considered, and the applicant disqualified. All applicants must meet the legal qualifications for the office as of the date his or her application is received and for as long as they hold the office should they be appointed by the Board. To qualify for appointment, the individual must be:

1. A U.S. citizen
2. Eighteen years or older
3. A resident of District 3 for six months
4. A resident of the state for 12 months, and
5. A qualified voter.

All applicants are required to sign the application form indicating his or her awareness of the nepotism prohibitions of chapter 573, Government Code. These prohibitions are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for a six months prior to the appointment of the

officer or member related in the prohibited degree. This prohibition does not apply to an applicant's actions with respect to a bona fide class or category of employees or prospective employees.

The Board of Trustees may choose to conduct interviews. The applicant must be available for the interview, if required, as the interviews will not be rescheduled.

The Board of Trustees reserves the right at its sole discretion to modify the application process. The Board further reserves the right to refuse to appoint anyone if it deems it in the best interest of the district.

The application and the information contained therein are subject to disclosure under the Texas Public Information Act, Chapter 552 of the Government Code.

The appointment only last until the next Board of Trustees election in May 2023, at which time the voting population of District 3 will select a Trustee through general election.

The Irving Independent School District is prohibited from discriminating on the basis of race, color, religion, national origin, sex, age, or disability. The Board of Trustees will not discriminate on the basis of any protected status in making its selection of an individual to fill the vacancy in District 3.

Questions may be directed to:

Esther Kolni  
District General  
Counsel  
972-600-5456

ALL INFORMATION IS **REQUIRED** TO BE PROVIDED UNLESS INDICATED OPTIONAL

### APPLICATION FOR APPOINTMENT AS DISTRICT 3 TRUSTEE

TO: City Secretary/Secretary of Board

I request that my name be considered as an applicant for the District 3 Trustee vacancy.

**OFFICE SOUGHT** (Include any place number or other distinguishing number, if any.)

Irving ISD Board District 3 Trustee

**FULL NAME** (First, Middle, Last)

**PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT**<sup>1</sup>

**PERMANENT RESIDENCE ADDRESS** (Do not include a P.O. Box or Rural Route. If you do not have a residence address, describe the address at which you receive personal mail and location of residence.)

**PUBLIC MAILING ADDRESS** (Campaign mailing address, if available.)

**CITY**

**STATE**

**ZIP**

**CITY**

**STATE**

**ZIP**

**PUBLIC EMAIL ADDRESS** (If available)

**OCCUPATION** (Do not leave blank)

**DATE OF BIRTH**

**VOTER REGISTRATION VOID NUMBER** (Optional)<sup>2</sup>

**TELEPHONE CONTACT INFORMATION** (Optional)

Home:

Work:

Cell:

**LENGTH OF CONTINUOUS RESIDENCE AS OF DATE APPLICATION SWORN**

**IN STATE**

**IN TERRITORY FROM WHICH THE OFFICE SOUGHT IS ELECTED**<sup>3</sup>

\_\_\_\_\_ year (s)

\_\_\_\_\_ year (s)

\_\_\_\_\_ month(s)

\_\_\_\_\_ month(s)

If using a nickname as part of your name to appear on the ballot, you are also signing and swearing to the following statements: I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election.

Before me, the undersigned authority, on this day personally appeared (name) \_\_\_\_\_, who being by me here and now duly sworn, upon oath says:

"I, (name) \_\_\_\_\_, of \_\_\_\_\_ County, Texas, being a candidate for the office of \_\_\_\_\_, swear that I will support and defend the Constitution and laws of the United States and of the State of Texas. I am a citizen of the United States eligible to hold such office under the constitution and laws of this state. I have not been finally convicted of a felony for which I have not been pardoned or had my full rights of citizenship restored by other official action. I 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. I am aware of the nepotism law, Chapter 573, Government Code.

I further swear that the foregoing statements included in my application are in all things true and correct."

**X**

\_\_\_\_\_  
SIGNATURE OF CANDIDATE

Sworn to and subscribed before me at \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**SEAL**

\_\_\_\_\_  
Signature of Officer Administering Oath<sup>4</sup>

\_\_\_\_\_  
Title of Officer Administering Oath

TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:  
(See Section 1.007)

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
Signature of Secretary

**Voter Registration Status Verified**

PLEASE ANSWER THE FOLLOWING QUESTIONS, ADDITIONAL PAGES MAY BE ATTACHED.

1. What are the most important issues facing the Irving Independent School District?

2. Why do you want to be a member of the Board of Trustees?

PLEASE ATTACH A CURRENT RESUME SHOWING YOUR PARTICIPATION IN CIVIC ORGANIZATIONS OR COMMUNITY SERVICES ACTIVITIES.