



XENIA
COMMUNITY SCHOOLS

GABRIEL E. LOFTON, PhD, SUPERINTENDENT
CAROLYN HUBER, TREASURER

Effective March 1, 2023, there is a vacancy on the Xenia Community Schools Board of Education due to a Board member's resignation. The remaining four members of the Board are required to appoint a replacement to fill this vacancy within thirty (30) days (O.R.C. 3313.85). The newly appointed member will serve for the remaining unexpired term that will end on December 31, 2023.

Any qualified and interested citizen, who is a registered voter living within the boundaries of the Xenia Community School District, must email their letter of interest to fill the vacancy to Carolyn Huber, Treasurer/CFO at chuber@xeniaschools.org. Applicants may also mail or deliver letters of interest to the district office but are strongly encouraged to submit via email.

Letters of interest will be accepted until 4:00 p.m. on March 10, 2023.

The letter of interest must be no longer than two (2) pages and include the candidate's resume, the strengths the candidate will bring to the Board, and how the candidate sees the Board moving the school district forward.

During the executive session of a special meeting to be held at 4:30 pm on March 17, 2023, all letters of interest will be reviewed and the Board will select candidates for interviewing. There will be a public announcement indicating those candidates selected for an interview. Special meetings for the purpose of conducting the interviews will tentatively be held on Saturday, March 25th and Monday, March 27th.

On another date, to be determined, the Board will hold a special meeting and executive session to discuss the merits of each interviewee. Then, in open session, the Board will vote to appoint the person who will fill the vacancy.

During the regular Board meeting scheduled for April 10, 2023, the appointed person will be sworn in.