

# ANNUAL SCHOOL BOARD MEMBERSHIP REPORT

After each year's February elections and no later than March 15, each local school district superintendent must submit a completed Annual School Board Membership Report to the Accreditation Division of the Oklahoma State Department of Education. Superintendents should also submit this report any time there is a change in their local board membership such as a resignation or newly appointed member. If a school board seat run-off election is required, the membership report is due by April 30.

School year \_\_\_\_ - \_\_\_\_ Elections held on \_\_\_\_ / \_\_\_\_ , 20 \_\_\_\_

Check applicable box:  \*Annual Report or  
 Update due to Member Appointed on \_\_\_\_ / \_\_\_\_ , 20 \_\_\_\_ or  
 Special Election held \_\_\_\_ / \_\_\_\_ , 20 \_\_\_\_

Please send report to:  
**OKLAHOMA STATE DEPARTMENT OF EDUCATION**  
 2500 North Lincoln Boulevard  
 Accreditation, Suite 210  
 Oklahoma City, Oklahoma 73105-4599  
 Fax: (405) 522-1519

School District Name: \_\_\_\_\_ County: \_\_\_\_\_ Reporting Official: \_\_\_\_\_

A reorganization meeting must be held at the first regular, special or emergency board meeting following the annual election and certification of election of new members (Section 77, School Laws of Oklahoma).  
**ALL current district school board members must be included on this form.** The information provided on this form is considered public information.

**Fill in all columns and send to the address above.**

Position	Name	Address, State, and Zip Code	Seat No.	Year Appointed or Elected	Year Term Expires	Newly Elected (X)	Re-elected (X)	Continuing (X)	Appointed (X)	Elected After Appointed (X)	Name of Board Member Replaced
President											
Vice President											
Clerk											
Member											
Member											
Member											
Member											
Member											
Member											
Member											
Treasurer											

**\*\*\*PLEASE FILL OUT THE INFORMATION BELOW IN CASE WE NEED TO CONTACT YOU**

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_ Date Form Completed: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

\*Annual Report is due by March 15<sup>th</sup>  
 If additional information is needed about School Boards call (405) 521-3333.