



August 17, 2023

Dear Board Members and Superintendents,

On August 15, 2023, Ingham ISD Board Member, Nancy Stanley, submitted her resignation effective August 31, 2023. The Ingham ISD Board is grateful for Nancy's commitment to students and families in our service area over the past 14 years. State statute requires school boards to fill any vacancy created within thirty days and if not, in the case of Intermediate Districts, the State Board of Education would fill the vacancy.

Given the extensive level of collaboration between Ingham ISD and its constituent school districts, the Ingham ISD Board would like to seek your help in promoting the upcoming board vacancy. To be considered eligible for Ingham ISD service, an applicant must be a U.S. citizen, a resident of a constituent district (Dansville, East Lansing, Haslett, Holt, Lansing, Leslie, Mason, Okemos, Stockbridge, Waverly, Webberville and Williamston) and a registered voter. At this time, applications from Lansing residents cannot be accepted as two active Ingham ISD Board members reside in the Lansing School District (maximum allowed).

The timeline is as follows:

1. Interested individuals may pick up an application packet at the Thorburn Education Center during normal business hours or [download the information](#) from our website. The deadline for the application is 4:00 p.m. Tuesday, September 5, 2023. Preferred candidates would include those individuals who have a demonstrated interest and passion for public education and who have experience on one or more public boards.
2. The ISD Board will select individuals to meet with the Board for further review. These face-to-face meetings will be held on the afternoon of September 11, 2023, and are designed to allow the ISD Board and the applicants to become acquainted with each other and ensure the ISD Board and the applicant understand the mutual expectations.
3. The ISD Board will then appoint one of the interviewees on or before September 30, 2023.

We look forward to your input into this process. Please do not hesitate to contact our Superintendent, Jason Mellema, if you should have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Lori Zajac".

Lori Zajac, President
Ingham Intermediate School District Board of Education