



# Craig City School District

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## Memorandum Item 5

FOR: School Board Members  
FROM: Chris Reitan  
DATE: November 14, 2022  
SUBJECT: CCSD Board Member Appointment

CCSD accepted the resignations of Loni Lingley and Tristan Douville from the CCSD School Board. CCSD has advertised the Board vacancy on the CCSD website, on the district bulletin board, at the Craig Post Office and sent emails to CCSD parents sharing the Board vacancy notice. Included with this memo are BB 9222 Board Resignation and BB 9223 Board Vacancies that provide guidance for the district's response to this issue.

The CCSD Board vacancy was advertised starting on October 20, 2022 with a deadline of Monday, November 7, 2022. CCSD received four letters of interest and resumes from Craig residents interested in filling "Seat 1" and one letter of interest and resume from a Craig resident interested in filling "Seat 2" until the scheduled October 2023 municipal election. CCSD also received one letter of interest and resume that didn't indicate which seat the candidate was interested in.

BB 9223 stipulates the following Board responsibilities for filling a vacant school board seat:

1. Advertise the vacancy in suitable local media
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the Board.
3. Provide candidates with appropriate information regarding Board member responsibilities.
4. Announce names of candidates and accept public input either in writing or at a public meeting.
5. Interview the candidates at a public meeting.

The four candidates who have expressed interest in the vacant CCSD School Board "Seat 1" are Heather Mendonsa, Shauna Thomas, Jeremy Crews, and Scott Brookshire. The one candidate who expressed interest in the vacant CCSD School Board "Seat 2" is Jeremy Crews. Kimberly Wojtak submitted a letter of interest and resume but did not indicate which seat ("Seat 1" or "Seat 2") she was interested in.

Suggested Motion: Move to approve \_\_\_\_\_ to fill "Seat 1" as a CCSD School Board member until the scheduled October 2023 Craig municipal election, and \_\_\_\_\_ to fill "Seat 2" as a CCSD School Board member until the October 2023 Craig municipal election.

