



School/University Partnership Office
Phone: (989) 964-4623
Fax: (989) 964-4636

TO: PSA Directors, Board Presidents, and Compliance Officers
FROM: David A. Lewis, Director
DATE: February 10, 2023
RE: Board of Directors Appointments/Reappointments

The time is approaching once again for new members to be selected to fill any board vacancies due to resignation or term expiration. Please follow the process below as outlined in the contract:

1. Publicly advertise that you are taking applications for board positions. (Appropriate advertising could include any or all of the following: school newsletter, printed and nonprinted media, letters of information to community groups, etc.) **Please send us a copy of your advertisements.**
2. All applications must include the following:
 - a. Public School Academy Application for Board of Director Candidates, **even those seeking re-appointment must complete an application.** (1 copy included, please make additional copies as needed. Form can be filled out electronically and printed at <http://www.svsu.edu/supo/psaboardmembers/>)
 - b. Complete résumé for each candidate.
3. Please include the description of the process used to screen and recommend board candidates.
4. **A copy of all applications received must be submitted to SVSU Partnership Office with a memo stating the board's recommendations for appointment.**

TIMELINE:

February - April 15	PSA Boards advertise for open seats, select candidates to recommend, and prepare materials to submit to SVSU Partnership office
<u>April 14</u>	<u>All completed applications, advertising, and recommendations memo MUST be submitted to SVSU Partnership Office</u>
May 5	SVSU Board of Control Committee <u>reviews</u> applications
June 20	SVSU Board of Control appoints board members
July 1	Board members begin term of service

If you have any questions, please call the office at 989-964-4623.

Enclosures: List of Board Member Terms Expiring 6/30/23, plus vacancies
Board Candidate Application