

Sept. 11 Board Mtg

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**TIME SENSITIVE, REQUIRES BOARD ACTION**

**DEADLINE Friday, September 29, 2017**

**Please deliver to all members of the governing board.**

July 31, 2017

**MEMORANDUM**

**TO:** All Board Presidents and Superintendents  
CSBA Member Districts and County Offices of Education  
**FROM:** Susan M. Henry, President  
**SUBJECT:** Call for Nominations for Directors-at-Large African American, American Indian, and County

Nominations for CSBA Directors-at-Large African American, American Indian, and County are currently being accepted until **Friday, September 29**. The nomination form and all information related to the election process are available online, please visit [www.csba.org](http://www.csba.org).

The elections will take place at CSBA's Delegate Assembly meeting held at the Marriott Marquis San Diego Marina on Wednesday, November 29 and Thursday, November 30. Directors-at-Large serve two-year terms and take office immediately upon the close of the Association's Annual Education Conference on Saturday, December 2.

The nominations for Directors-at-Large must be made by a CSBA member board and the nominee must be a board member from a CSBA member district or county office of education. **(Please note: Only a CSBA member County Board of Education may submit a nomination for the Director-at-Large, County seat.)**

A valid nomination includes the following:

- **Nomination form:** A completed, signed and dated nomination form is due to CSBA no later than **Friday, September 29** (U.S. Postal Service postmark or email [nominations@csba.org](mailto:nominations@csba.org)). *Nominating boards must secure permission from the board member prior to nominating him or her.*
- **Two letters of recommendation:** A one page, single-sided, letter addressed to CSBA President Susan Henry is due to CSBA no later than **Friday, October 6** (U.S. Postal Service postmark or email [nominations@csba.org](mailto:nominations@csba.org)). The letter may be from of the following entities:
  - 1) A CSBA member district or county office of education (COE) board - *if signed by the Superintendent, it must state in the letter "on behalf of the board."*
  - 2) An individual board member from a CSBA member district or COE
  - 3) Another board member association
- **Candidate Form:** A signed and dated candidate form completed by the nominee is due to CSBA no later than **Friday, October 6** (U.S. Postal Service postmark or email [nominations@csba.org](mailto:nominations@csba.org)). An optional, one-page résumé may also be submitted and is due by Friday, October 6.

The completed candidate form and two letters of recommendation will be published in the Delegate Assembly meeting agenda packet exactly as submitted.

Please contact CSBA's Executive Office at 800-266-3382 should you have any questions. Thank you.



## 2017 Directors-at-Large, African American, American Indian, and County Nomination Form

*(Please submit a separate nomination form for each Director position and each nominee.)*

The nominations for Directors-at-Large must be made by a CSBA member board and the nominee must be a board member from a CSBA member district or county office of education. **(\*Only a CSBA member County Board of Education may submit a nomination for the Director-at-Large, County seat.)** The U.S. Postal Service postmark or email deadline for the nomination form is Friday, September 29, 2017.

Two letters of recommendation are required to be submitted by Friday, October 6, 2017.

The governing board of the \_\_\_\_\_ School District or County Office

Board of Education voted to nominate \_\_\_\_\_  
*(Nominee name)*

as a candidate for the following Director-at-Large position: *(please indicate below)*

- Director-at-Large, African American
- Director-at-Large, American Indian
- Director-at-Large, \*County

The nominee is a member of the \_\_\_\_\_

School District or County Office Board of Education, which is a member of CSBA. The nominee has been contacted and has given permission to be nominated.

\_\_\_\_\_  
*Signature of the Board Clerk or Board Secretary*

\_\_\_\_\_  
*Date*

By US Postal Service, please submit your **nomination form to:**

Susan Henry, President

California School Boards Association

3251 Beacon Blvd. | West Sacramento, CA 95691

Or you may Email: [nominations@csba.org](mailto:nominations@csba.org)



# 2017 Directors-at-Large, African American, American Indian, and County Candidate Form

**Due: Friday, October 6, 2017** (U.S. Postmark or email nominations@csba.org )

This signed and dated candidate's form must be completed in the spaces provided. An optional, single-sided, one-page résumé may also be submitted. Please do not state "See résumé" in the spaces below. Only this **two-page form and an optional one-page résumé (if submitted)**, will be published in the Delegate Assembly meeting agenda packet.

I am running for: (check one)  Director-at-Large, African American  Director-at-Large, American Indian  
 Director-at-Large, County

Name: \_\_\_\_\_ Region: \_\_\_\_\_

District or COE: \_\_\_\_\_ Years on board: \_\_\_\_\_ ADA: \_\_\_\_\_

Contact Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**1. CSBA's Board of Directors is the governing body for the Association. What do you see as CSBA's greatest strength as an organization and what can the Board of Directors do to make it even stronger?**

**2. Given the governing roles and responsibilities for the Board of Directors to set direction and provide leadership, please describe the skills and experiences you would bring to the Board.**

**3. What is one characteristic that you believe every leader should possess?**

**4. What do you see as the biggest challenge facing governing board members and how can CSBA help?**

**5. Please provide any additional information about yourself for the Delegate Assembly to consider regarding your candidacy.**

Your signature indicates your consent to have your name placed on the ballot and to serve, if elected.

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Signature

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Date



## Frequently Asked Questions for Director-at-Large Nominations & Elections Process - 2017

- Which Directors-at-Large position are up for election in 2017? **African American, American Indian, and County are elected in 2017.**
- Who may run for Directors-at-Large, African American and American Indian? **Any board member of a district or a county office of education board that is a member of CSBA.**
- *Who may run for Directors-at-Large, County? **Only board members from a CSBA member county office of education board.***
- Who may nominate the Directors-at-Large, African American and American Indian? **Any district board or county office of education whose board is a member of CSBA.**
- *Who may nominate Directors-at-Large, County? **Only a county office of education whose board is a member of CSBA.***
- When and where are the elections held? **The elections will take place on November 29 -30, at CSBA's Delegate Assembly meeting held at the Marriott Marquis San Diego Marina.**
- What is the term for Directors-at-Large? **Directors-at-Large serve two-year terms and take office immediately upon the close of the Association's Annual Education Conference and Trade Show.**
- **What meetings are Directors-at-Large required to attend?** All CSBA Board of Directors meetings: (approximately five per year) and Delegate Assembly meetings: (two per year). See 2018 Meeting Dates
- What does a valid nomination consist of?
  - **Nomination form:** A completed, signed and dated nomination form is due to CSBA no later than **Friday, September 29** (U.S. Postal Service postmark or email [nominations@csba.org](mailto:nominations@csba.org)). *Nominating boards must secure permission from the board member prior to nominating him or her.*
  - **Two letters of recommendation:** A one page, single-sided, letter addressed to CSBA President Susan Henry is due to CSBA no later than **Friday, October 6** (U.S. Postal Service postmark or email [nominations@csba.org](mailto:nominations@csba.org)). The letter may be from of the following entities:
    - 1) A CSBA member district or county office of education (COE) board - *if signed by the Superintendent, it must state in the letter "on behalf of the board."*
    - 2) An individual board member from a CSBA member district or COE
    - 3) Another board member association
  - **Candidate Form:** A signed and dated candidate form completed by the nominee is due to CSBA no later than **Friday, October 6** (U.S. Postal Service postmark or email [nominations@csba.org](mailto:nominations@csba.org)). An optional, one-page resumé may also be submitted and is due by Friday, October 6.
- May the same CSBA member board that submits a nomination also submit a recommendation letter in support of the candidate? **Yes. The letter is due Friday, October 6.**
- Where do I submit completed forms? **Please choose one the following two options to submit completed forms: 1) U.S. Postal Service: ATTN: President, California School Boards Association, 3251 Beacon Blvd., West Sacramento, CA 95691; OR 2) Email: [nominations@csba.org](mailto:nominations@csba.org)**
- **Who are the current Directors-at-Large?**  
Director-at-Large African American – Bettye Lusk, Monterey Peninsula USD  
Director-at-Large, American Indian – Shelly Yarbrough, Val Verde USD  
Director-at-Large, County – Heidi Weiland, El Dorado COE