California School Boards Association

TIME SENSITIVE – For Board ACTION –
Nominations due Monday, January 7, 2013
Please deliver to all members of the governing board. Thank you.

October 26, 2012

MEMORANDUM

TO: Board Presidents and Superintendents - CSBA Member Boards of Education
FROM: Jill Wynns, President
SUBJECT: **Call for Nominations for CSBA Delegate Assembly**

CSBA's Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state. **Nomination and Candidate Biographical Sketch forms for CSBA's Delegate Assembly are now being accepted until Monday, January 7, 2013.** All forms and information related to the election process are available to download from the CSBA website at www.csba.org/AboutCSBA.aspx.

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion.
- Boards may nominate as many individuals as it chooses by using the nomination form.
- Approval from board member to be nominated to CSBA's Delegate Assembly.
- All nominees must submit a one-page, single-sided, candidate biographical sketch form and an optional one-page, one-sided résumé, (résumé cannot be substituted for the candidate biographical sketch form).
- All nomination materials must be postmarked or faxed no later than **Monday, January 7**.
- Delegates serve two-year terms beginning April 1, 2013 through March 31, 2015
- There are two required Delegate Assembly meetings each year, one in May in Sacramento and one preceding the CSBA Annual Education Conference and Trade show in November/December.

For further information about the Delegate Assembly, please contact Charlyn Tuter in CSBA's Leadership Services department at (800) 266-3382. You may download the following forms and find more information at www.csba.org/AboutCSBA.aspx. Thank you.

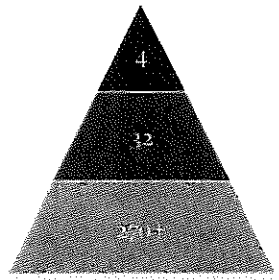
- ❖ Delegate Assembly Brochure
- ❖ Nomination Form
- ❖ Candidate's Biographical Sketch Form
- ❖ Important Dates
- ❖ List of all Delegates whose term expires in 2013
- ❖ Alphabetical List of Districts and County offices
- ❖ FAQ

3100 Beacon Boulevard
P.O. Box 1660
West Sacramento, CA 95691
(916) 371-4691 ▪ FAX (916) 371-3407



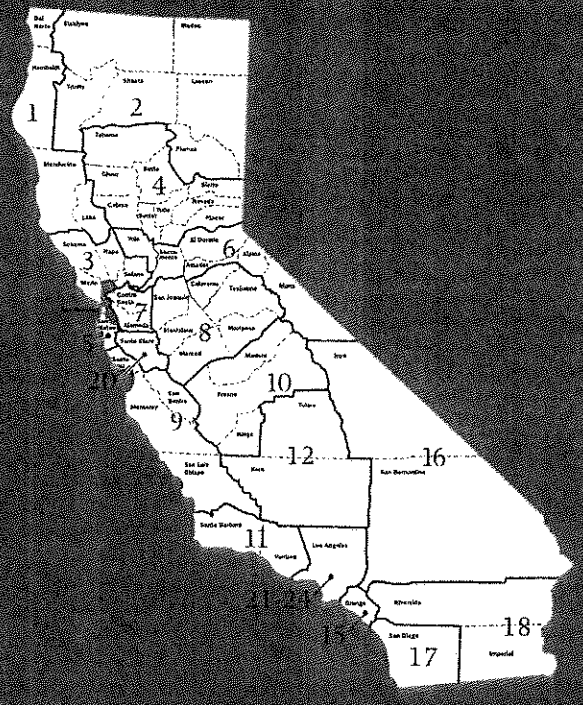
CSBA GOVERNANCE

Delegates and Directors are CSBA's key governance links. They enable the association to serve California's more than 1,000 school districts and county offices of education and its more than 5,000 locally elected school board members.



- 5,000+ school and county board members, divided into geographic regions
- 270+ Delegates elected by local boards in each CSBA region
- 32 Directors elected by the Delegate Assembly
- 4 officers elected by the Delegate Assembly, plus the Executive Director

CSBA GEOGRAPHIC REGION MAP



CSBA



CSBA

CSBA DELEGATE ASSEMBLY

Providing Leadership for California's School Districts and County Offices of Education





ABOUT THE DELEGATE ASSEMBLY

CSBA's Delegate Assembly is a vital link in the association's governance structure. The Delegate Assembly sets the general policy direction for the association. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state.

The Delegate Assembly is made up of approximately 270+ Delegates who are elected by local board members in 21 geographic regions throughout the state. Some geographic regions have been further divided into subregions. Ex-officio members of the Delegate Assembly with all privileges of membership include members of CSBA's Board of Directors, past presidents of CSBA and the immediate past president of the California County Boards of Education.

Delegates serve two-year terms beginning April 1. They meet twice a year to conduct business, and may also meet with the other Delegates and the Director within their region. Furthermore, they participate in CSBA events and they maintain contact with local boards in their region.

BECOMING A DELEGATE

Qualifications

To be eligible to serve on CSBA's Delegate Assembly, a board member must:

- be a trustee of a district or county office of education that is a current member of CSBA; and
- be a trustee of a district or county office of education within the geographic region or subregion which the Delegate will represent.

Term of Office

The term of office for each Delegate is two years and begins on April 1. Within each region, approximately half of the Delegates are elected in even-numbered years and half in odd-numbered years.

Appointments to the Delegate Assembly

Districts with an ADA of 30,000–39,999 may appoint one Delegate. Additional appointments may be made as follows:

40,000–99,999 ADA | two Delegate seats

100,000–299,999 ADA | three Delegate seats

300,000 ADA or higher | seven Delegate seats

These districts also may participate in the nomination and selection of the other Delegates from that region or subregion.

NOMINATIONS AND ELECTIONS

Nominations

Nominations for Delegate Assembly seats are made each year between the last Friday in October and January 7.

A board member must be formally nominated by a board in the region or subregion and may be nominated by his or her own district or county office. The nomination is an action that is taken in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes. Nominees must sign a confirmation that they are willing to serve. It is critical that nominations and biographical sketch forms be delivered to the CSBA office, faxed or postmarked on or before January 7; late nominations and biographical sketch forms will not be accepted.

Elections

Ballots are mailed by February 1 to each district or county board within the region or subregion which has a vacancy. Ballots must be delivered to the CSBA office or postmarked by March 15 in order to be accepted. Ballots may not be faxed.

Voting for Delegates is an action of the entire board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each board may vote for as many persons as there are positions to be filled within the region or subregion.

Timeline for Delegate Elections

Last Friday in October–January 7 | Nominations and biographical sketch are submitted by local boards

February 1–March 15 | Local boards vote and return ballots to CSBA.

April 30 | Closing date for any runoff election held in regions or subregions with a tie vote.

By May 11 | Final results are distributed to the CSBA membership.

May Delegate Assembly | Seating of new Delegates



ROLES AND RESPONSIBILITIES OF DELEGATES

Delegates set the general policy direction and fulfill a critical governance role within the association. They communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Delegates give policy and legislative direction through the adoption of CSBA's Policy Platform every two years and the adoption of other policy statements as needed. They also speak on issues and provide direct advocacy on behalf of the association.

Delegates play an important communications and support role within their region. They also elect the association's officers and Board of Directors. The authority and primary duties of Delegates are contained in the CSBA Bylaws.

Delegates' Roles and Responsibilities

Primary responsibilities of Delegates include:

- providing a link to other public officials at the local, state and national levels;
- providing a communications link between local board members and the regional Director;
- attending all Delegate Assembly meetings;
- adopting the Policy Platform which guides the association's policy and political leadership activities;
- as needed, adopting policies and positions to supplement CSBA's Policy Platform;
- providing testimony and input on critical issues;
- electing the officers, Board of Directors and Nominating Committee members;
- adopting the association's bylaws;
- serving on committees, task forces and focus groups; and
- supporting the association's activities and events.

2013 Delegate Assembly Nomination Form

Due: Monday, January 7, 2013 *(U.S. Postmark or fax – 916.669.3305 or 916.371.3407)*

CSBA Region/subregion #_____/_____

The Board of Education of the _____
(Nominating School District or COE)

wishes to nominate _____
(Nominee)

The nominee is a member of the _____ **,**
(Nominee's School District or COE)

which is a member of the California School Boards Association.

❑ The nominee has consented to this nomination.

❑ Attached is the nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé.

❑ The nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé will be sent by the deadline date.

_____ _____
Board Clerk or Board Secretary (signed) *Date*

_____
Board Clerk or Board Secretary (printed)

PLEASE NOTE: The nomination and candidate biographical sketch forms must be faxed or U.S. postmarked no later than **Monday, January 7, 2013. Forms postmarked or faxed after January 7 cannot be accepted.** Please contact Charlyn Tuter at (800) 266-3382 should you have any questions.

Return nomination to:
California School Boards Association | 3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660
(916) 371-4691 (800) 266-3382 | Fax: (916) 371-3407 or (916) 669-3305 | www.csba.org

2013 Delegate Assembly Candidate Biographical Sketch Form

Due: Monday, January 7, 2013 *(U.S. Postmark or fax – 916.669.3305 or 916.371.3407)*

Please complete, sign and date this **required** candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will **not** be accepted.

Name: _____ CSBA Region/Subregion: _____ /_____

District or COE: _____ Years on board:_____ ADA: _____

Contact Number: _____ E-mail:_____

Are you a continuing Delegate? ❑ Yes ❑ No If yes, how long have you served as a Delegate?_____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

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

Signature: _____ Date:_____

IMPORTANT
Deadline and CSBA Delegate Assembly Meeting Dates

Important 2013 Dates to keep in mind:

- Monday, January 7: U.S. Postmark or fax deadline for ***required*** Nomination and Candidate Biographical Sketch Forms
- By Friday, February 1: Ballots mailed to Member Boards
- February 1 – March 15: Boards vote for Delegates
- Friday, March 15: Deadline for the ballots to be returned to CSBA (U.S. Postmark ONLY)
- By Friday, March 29: Ballots to be tallied
- By Monday, April 1: Election results, except for run-offs, will be posted on CSBA's website
- Tuesday, April 30: Deadline for run-off ballots (U.S. Postmark ONLY)
- Saturday, May 18 – Sunday, May 19: Delegate Assembly meeting in Sacramento
- Wednesday, December 4 – Thursday, December 5: Delegate Assembly meeting in San Diego

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CSBA DELEGATES WHOSE ELECTED TERM EXPIRES IN 2013

Below are the names of Delegates in each region/subregion whose term expires in 2013 and are up for re-election, if they choose to run. (County Delegates are listed on a separate document.) Delegates must be nominated by a CSBA member board that is located within the region or subregion. If a subregion is not listed, it is because the current Delegate's term has not expired. ***Nomination and Candidate Biographical sketch forms are due by Monday, January, 7, 2013.***

REGION 1 - Counties: Del Norte, Humboldt, Lake, Mendocino

Subregion 1-A (Del Norte, Humboldt)
Frances Costello (Del Norte County & USD)

REGION 2 - Counties: Lassen, Modoc, Plumas, Shasta, Siskiyou, Trinity

Subregion 2-A (Modoc, Siskiyou, Trinity)
Margaret DeBortoli (Siskiyou Union HSD)
Subregion 2-B (Shasta)
James Schwerdt (Shasta Union HSD)

REGION 3 - Counties: Marin, Napa, Solano, Sonoma

Subregion 3-A (Sonoma)
Ron Abler (Forestville Union ESD)
Subregion 3-B (Napa)
Indira Lopez (Calistoga Joint USD)
Subregion 3-C (Solano)
David C. Isom (Fairfield-Suisun USD)
Vacant

REGION 4 - Counties: Butte, Colusa, Glenn, Nevada, Placer, Sierra, Sutter, Tehama, Yuba

Subregion 4-B (Butte)
Don Phillips (Oroville Union HSD)
Subregion 4-C (Colusa, Sutter, Yuba)
Sharman Kobayashi (Yuba City USD)
Subregion 4-D (Nevada, Placer, Sierra)
Trish Gerving (Nevada City SD)
Paige K. Stauss (Roseville Joint Union HSD)

REGION 5 - Counties: San Francisco, San Mateo

Subregion 5-B (San Mateo)
Maria Diaz-Slocum (Redwood City ESD)
Carrie Du Bois (Sequoia Union HSD)
Kevin Martinez (San Bruno Park ESD)

REGION 6 - Counties: Alpine, Amador, El Dorado, Mono, Sacramento, Yolo

Subregion 6-B (Sacramento)
John Gordon (Galt Joint Union ESD)
Lisa Kaplan (Natomas USD)
Richard Shaw (Folsom-Cordova USD)
Edward Short (Folsom-Cordova USD)
Vacant
Subregion 6-C (El Dorado, Amador, Alpine, Mono)
Lyle Eichert (Buckeye Union ESD)

REGION 7 - Counties: Alameda, Contra Costa

Subregion 7-A (Contra Costa)
Arthur M. Clarke (Walnut Creek ESD)
Teresa Gerringer (Lafayette ESD)
Subregion 7-B (Alameda)
David G. Haubert (Dublin USD)
Lily K. Mei (Fremont USD)
Diana J. Prola (San Leandro USD)
Nancy Thomas (Newark USD)

REGION 8 - Counties: Calaveras, Mariposa, Merced, San Joaquin, Stanislaus, Tuolumne

Subregion 8-A (San Joaquin)
Matthew Balzarini (Lammersville Joint USD)
Brian Jackman (Jefferson ESD)
Subregion 8-B (Calaveras, Mariposa, Tuolumne)
Zerrall McDaniel (Calaveras USD)
Subregion 8-C (Stanislaus)
Eileen Hamilton (Turlock USD)
Cynthia Lindsey (Sylvan Union ESD)
Subregion 8-D (Merced)
Adam Cox (Merced City ESD)

REGION 9 - Counties: Monterey, San Benito, San Luis Obispo, Santa Cruz

Subregion 9-A (San Benito, Santa Cruz)
George Wylie (San Lorenzo Valley USD)
Subregion 9-B (Monterey)
Kathryn Ramirez (Salinas Union HSD)
Subregion 9-C (San Luis Obispo)
Tami Gunther (Atascadero USD)

REGION 10 - Counties: Fresno, Kings, Madera

Subregion 10-A (Madera)
Barbara Bigelow (Chawanakee USD)
Subregion10-B (Fresno)
Ismael D. Herrera (Menota USD)
James Karle (Sanger USD)
Kathy Spate (Caruthers USD)
Randel M. Yano (Clay Joint ESD)

REGION 11 - Counties: Santa Barbara, Ventura & Las Virgenes USD

Subregion 11-A (Santa Barbara)
Pam Kinsley (Goleta Union ESD)
Subregion 11-B (Ventura County and Las Virgenes USD)
Christina Urias (Santa Paula Union HSD)
John Walker (Ventura USD)

REGION 12 - Counties: Kern, Tulare

Subregion 12-A (Tulare)

Teresa Garcia (Tulare City SD)
Dean Sutton (Exeter Union ESD)

Subregion 12-B (Kern)

Linda Brenner (Panama-Buena Vista Union SD)
Blaine Geissel (Rosedale Union ESD)
Deanna Rodriguez-Root (Richland SD)
Lillian Tafoya (Bakersfield City ESD)

REGION 15 - Counties: Orange County and Lowell Jt. USD

Bonnie Castrey (Huntington Beach Union HSD)
Judith Edwards (Fountain Valley ESD)
Karin Freeman (Placentia-Yorba Linda USD)
Celia Jaffe (Huntington Beach City ESD)
Sue Kuwabara (Irvine USD)
Barbara Michel (Buena Park ESD)
Jose F. Moreno (Anaheim City SD)
Robert A. Singer (Fullerton Joint Union HSD)
Suzie Swartz (Saddleback Valley USD)

REGION 16 - Counties: Inyo, San Bernardino

Subregion 16-A (Inyo)

Catherine George (Lone Pine USD)

Subregion 16-B (San Bernardino)

Christina Cameron-Otero (Needles USD)
Chuck Christie (Yucaipa-Calimesa Joint USD)
Tom Courtney (Lucerne Valley USD)
Karen Gray (Silver Valley USD)
Kathy A. Thompson (Central ESD)
Charles Uhalley (Chaffey Joint Union HSD)

REGION 17 - County: San Diego

Twila Godley (Lakeside Union SD)
Penny Halgren (La Mesa-Spring Valley SD)
Sharon C. Jones (San Diego COE)
Kelli Moors (Carlsbad USD)
Janet W. Mulder (Jamul-Dulzura Union ESD)
Barbara Ryan (Santee ESD)
Priscilla Schreiber (Grossmont Union HSD)

REGION 18 - Counties: Imperial, Riverside

Subregion 18-A (Riverside)

Justin Blake (Palm Springs USD)
Robin J. Crist (Murrieta Valley USD)
Memo Mendez (Jurupa USD)
John I. Norman (San Jacinto USD)
Vincent O'Neal (Temecula Valley USD)
Mark Orozco (Beaumont USD)

Subregion 18-B (Imperial)

Ralph Fernandez (Brawley Union HSD)
Diahna Garcia-Ruiz (Heber ESD)

REGION 20 - County: Santa Clara

Danielle Cohen (Campbell Union SD)
Michael Gipe (Saratoga Union ESD)
Albert Gonzalez (Santa Clara USD)
Nancy A. Newton (Fremont Union HSD)
George Sanchez (Franklin-McKinley ESD)

REGION 22 - North Los Angeles – Los Angeles County

John K. Curiel (Westside Union ESD)
R. Michael Dutton (Keppel Union ESD)
Rose Koscielny (Saugus Union ESD)

REGION 23 - San Gabriel Valley and East Los Angeles County

Subregion 23-A

Richard A. Sonner (South Pasadena USD)
Matthew Stadtler (San Gabriel USD)

Subregion 23-B

Heidi L. Gallegos (Rowland USD)
Helen Hall (Walnut Valley USD)
Larry L. Redinger (Walnut Valley USD)

Subregion 23-C

Hilary LaConte (Claremont USD)
Christina Lucero (Baldwin Park USD)

REGION 24 - Southwest Crescent – Los Angeles County

Jan Baird (South Whittier ESD)
Maynard G. Law (ABC USD)
Joseph Rivera (El Rancho USD)
Patricia Siever (Culver City USD)
Sophia M. Tse (ABC USD)
Ana Valencia (Norwalk-La Mirada USD)

Frequently Asked Questions regarding Delegate Assembly Nominations and Elections

Who is eligible to serve on Delegate Assembly?

To be eligible to serve on CSBA's Delegate Assembly, a board member must:

- Be a trustee of a district or county office of education that is a current member of CSBA; and
- Be a trustee of a district or county office of education within the geographic region or subregion which the Delegate will represent.

What is the term of office to serve on Delegate Assembly?

The term of office for each Delegate is two years beginning April 1. Within each region, approximately half of the Delegates are elected in even-numbered years and half in odd-numbered years.

How is a board member nominated to serve on the Delegate Assembly?

A board member must be formally nominated by a board in the region or subregion and may be nominated by his or her own district or county office. The nomination is an action that is taken in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes. It is the responsibility of the nominating board to obtain permission from the nominee prior to submitting his or her name.

What does a nomination consist of?

A nomination consists of a completed, signed and dated nomination form and a candidate biographical sketch form. In addition, an optional, one-page, single-sided, résumé may also be submitted, (résumé cannot be substituted for the candidate biographical sketch form).

When are the nomination and candidate biographical sketch forms due?

It is critical that nominations and candidate biographical sketch forms be delivered to the CSBA office, faxed or postmarked by the USPS, on or before Monday, January 7, 2013.

How are nominees elected to serve on Delegate Assembly?

Ballots are mailed by February 1 to each district or county board within the region or subregion that requires an election. Ballots must be delivered to CSBA or postmarked by the U.S. Post Office by Friday, March, 15 in order to be accepted. Ballots may not be faxed.

Voting for Delegates is an action of the entire board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each board may vote for as many persons as there are positions to be filled within the region or subregion. All boards and candidates are notified of the results no later than March 31. If there is a tie vote, a run-off election is held.

What are the required Delegate Assembly meeting dates?

There are two Delegate Assembly meetings each year, one in May in Sacramento and one preceding the CSBA Annual Education Conference and Trade Show in November or December in San Francisco or San Diego.

Does CSBA cover expenses for Delegates to attend the Delegate Assembly meetings?

No, CSBA is not able to cover expenses.

For additional information, please contact Charlyn Tuter in the Leadership Services department at (800) 266-3382.