SAN LEANDRO UNIFIED SCHOOL DISTRICT

Mike McLaughlin, Ed.D.
Superintendent

ADMINISTRATIVE OFFICE
14735 Juniper Street, San Leandro, CA, 94579
(510) 895-4199

January 20, 2015

Dear Prospective Board Member Applicant:

Thank you for your interest in being considered as the appointee to fill the vacancy in Trustee Area 1 on the San Leandro Unified School District Board of Education. We welcome your interest in our District.

This packet has information to assist you in completing the application that needs to be submitted, and gives a brief outline of the duties of the board members. In the packet are the following materials:

- Timeline for Filling Board Vacancy
- Basic Qualifications for Consideration as Appointee to the Board of Education
- San Leandro Unified School District Trustee Area 1 Map and Boundaries
- Application for Appointment to Fill Vacancy on the Board of Education
- Required Signature Form
- Board Bylaw 9000 – Role of the Board (Powers and Responsibilities)
- Board of Education– Boardsmanship

Our District Office staff is available to assist you with any questions or provide access to other materials you may need during this process. The Superintendent and any Board member is available to answer any questions that you might have regarding the position.

The role of a board member brings many new responsibilities including a very large time commitment. This specific appointment is for the full four-year term. Our Board meets regularly the first and third Tuesday evenings of each month during the year. Special sessions of the Board are also scheduled in order to conduct the District's business. In addition to these meetings with the full Board, you will be expected to sit on at least two board committees that generally meet at least once a month. Board members are also routinely expected to attend special activities at school sites as well as other community events. Although the responsibilities and time for a board member are large, a board member can feel a tremendous sense of accomplishment in serving the San Leandro Community and especially our students.

Again, thank you for your interest. We are anxious to support you in this process. The Board will be conducting public interviews in open session at their regular board meeting on Tuesday, February 10, 2015, at San Leandro City Council Chambers, 835 East 14th Street. Following the application deadline of January 30, 2015, applicants will receive additional information as to the format for the public interviews. If needed, a second board meeting will be scheduled, date TBD,

at the District Office located at 835 E. 14th Street, Suite 200.

Completed applications can be hand delivered to the San Leandro Unified School District, 835 E. 14th Street, Suite 200. All applications must be received by 4:00pm, January 30, 2015.

Sincerely,

Diana Prola
President
Board of Education