



## Frequently Asked Questions Director-at-Large Nominations & Elections

**Which Director-at-Large position is up for election in 2016?** *The Directors-at-Large, Asian/Pacific Islander and Hispanic.*

**Who can run for Directors-at-Large, Asian/Pacific Islander and Hispanic?** *Any member of a district or county office of education board that is a member of CSBA.*

**Who can nominate the Directors-at-Large, Asian/Pacific Islander and Hispanic?** *Any district or county office of education whose board is a member of CSBA.*

**What are the required meetings?**

- **All Board meetings:** (approximately five are held per year) - in late January or early February (Saturday and Sunday), March (Saturday and Sunday), May (Friday), and September (Saturday and Sunday). In late November/early December the Board meeting is held in the city that is host to the CSBA Annual Education Conference and Trade Show immediately preceding the Delegate Assembly meeting.
- **Delegate Assembly meetings:** (two per year in conjunction with the May and November/December Board meetings)

**What is the elected 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.*

- **A valid nomination consists of the following: (all nomination and candidate forms are located online at [www.csba.org](http://www.csba.org))**
  - 1) A completed and signed nomination form certifying that the nominee has been notified and has consented to be nominated, submitted to CSBA by the deadline date of Friday, September 30.
  - 2) Two letters of recommendation and meet the following criteria:
    - a) Each letter must be received on or before deadline date of **September 30**
    - b) Is only one page, single-sided and with signature addressed to Chris Ungar, President (CSBA)
    - c) From member boards (***A letter submitted by a member board, and if signed by the Superintendent, must be worded in the letter "On behalf of the board..."***)
    - d) From individual board members from CSBA member districts or COEs
    - e) From a board member organization

**Candidates who have been nominated, are notified and to email or mail to CSBA a signed and completed candidate form by Friday, October 7 (and to ensure CSBA has received their letters of recommendation).**

**May the same member board that nominates a candidate also submit a letter of recommendation?** *Yes. However, it is the responsibility of the candidate to ensure CSBA's receipt of their two letters of recommendation, due on **Friday, September 30.***

**When is the nomination form and two letters of recommendation due date?** *Nomination and letters postmarked or emailed are due on **Friday, September 30.***

**Where should the completed nomination form, two letters of recommendation, and candidate form be submitted?** *Please submit to: Chris Ungar, President, California School Boards Association, 3251 Beacon Blvd., West Sacramento, CA 95691; or by Email: [nominations@csba.org](mailto:nominations@csba.org).*

**When and where are the Director-at-Large elections held?** *The elections held on November 30-December 1 during CSBA's Delegate Assembly meeting at the San Francisco Marriott Marquis.*

For additional information, please contact Leadership Services, (800) 266-3382.