

ACSA COMMITTEE MEMBER RECOMMENDATION FORM

For the Co-Administration Committee

Purpose of Committee: To assist co-administrators (vice-principals, assistant principals, deans, coordinators, etc.) in their role as instructional leaders within their schools and communities. To promote networking and increase communication among co-administrators. To provide access to professional development and mentoring experiences. To increase awareness of the co-administrator's role and the importance of that role.

Responsibilities of committee members:

- ◆ Attend all state Co-Administrator Committee meetings and report on region activities
- ◆ Attend all region meetings and report on Co-Administrator Committee activities.
- ◆ Promote membership within your region.
- ◆ Attend Committee sponsored professional development activities.
- ◆ Contribute to projects undertaken by the committee.
- ◆ Provide leadership to other co-administrators in your region
- ◆ Provide professional development within your region.
- ◆ Appoint an alternate to the committee from your region who will attend functions in your absence.

Ability to:

- ◆ Communicate effectively
- ◆ Organize time and workload to incorporate committee activities.

Committee Member Being Replaced: _____ **Term:** _____

Name _____ Social Security # _____

Title _____ District _____ School _____

Address _____
(Street) (City) (State) (Zip)

Telephone _____ Fax _____ E-mail _____

Superintendent of District _____

Superintendent's Address _____

Nominee's previous ACSA State, Regional or Charter activities: _____

- **Please be sure to check the appropriate box for affirmative action:** **Male** **Female**
- African/American Asian Caucasian Eskimo – American Indian
- Filipino Latino Pacific Islander

Special Instructions:

- Before you return this form, **check to be sure the person recommended is an ACSA member.** You are welcome to contact the ACSA Membership Department at (650) 692-4300 if you are unsure.
- Be sure that you **do not recommend any member who has already served a full three year term.**
- Members may serve on only one ACSA State Committee at a time.

REGION: _____ REGION PRESIDENT: _____
 DATE: _____

Return completed forms to: Adelita Dizdarevic, Governance Assistant
 ACSA, 1029 J Street, Suite 500, Sacramento, CA 95814