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: Lori Allred, Executive Assistant
ACSA, 1029 J Street, Suite 500, Sacramento, CA 95814