



**Texas Association of School Boards**

P.O. Box 400 • Austin, Texas 78767-0400 • 512.467.0222  
12007 Research Blvd. • Austin, Texas 78759-2439 • www.tasb.org

*Serving Texas Schools Since 1949*

TO: Board Presidents and Superintendents, TASB Region 10, Position D  
FROM: Robert Seward, Nominations Committee Chair  
DATE: May 20, 2010  
SUBJECT: TASB Director Vacancy

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As prescribed by the Bylaws of the Texas Association of School Boards, this is to serve as written notice that there exists a vacancy in the expiring term of Mary Beth King, your representative from TASB Region 10, Position D on the TASB Board of Directors. **Ms. King did not seek reelection** to her local board. Your district is invited to submit a nominee for this position on the TASB Board.

The Nominations Committee will meet in Austin on **September 11, 2010**, to interview nominated individuals and prepare a slate of nominees to present to the Delegate Assembly. Candidates will be notified of the time for the interviews. Expenses incurred for the interview will be the responsibility of the local school district.

The TASB Board of Directors is charged with carrying out the policies established by the Delegate Assembly of the Association. The individual Director is expected to attend five meetings of the Board each year with one of the meetings being at the same time as the annual state convention in the fall. In addition, the Director will be asked to serve on a standing committee that will meet on a need basis, normally in conjunction with a Board meeting. The Director should be a capable, experienced school board member who can assist in providing the Association with outstanding leadership. Lodging and transportation expenses incurred by Board members attending regular Spring, Summer, Fall, and Winter Board meetings, are reimbursed by the Association. Transportation and one night's lodging expenses incurred attending the convention Board meeting are also reimbursed by the Association.

#### **TO NOMINATE AN INDIVIDUAL FROM YOUR LOCAL SCHOOL BOARD**

Each nominated individual's local school board (Active member) must submit the following: (a) the Active member's nomination (blue form), (b) the nominated individual's biographical information, (c) a signed letter from the nominated individual confirming an intention to be a candidate and a willingness to serve, if elected, and (d) candidate questionnaire. **These four items must be received in the TASB Austin office no later than June 30, 2010.** Pursuant to the Bylaws, Nominations that do not meet this deadline cannot be accepted. The enclosed provides additional information regarding this process. Shortly after receipt of nomination forms, TASB will email to the nominated individual and the superintendent confirmation of receipt of the forms. If an acknowledgment is not received, contact Hershawna Turner at TASB.

#### **TO ENDORSE A NOMINATED INDIVIDUAL FROM A BOARD WITHIN YOUR TASB REGION**

From July 3 to August 30, Active member school boards may endorse a nominated individual (tan form) from their TASB Region who has complied with the requirements stated in the above paragraph. (If you have nominated one of your local board members, that nomination will be counted as your endorsement as well.) If at least 25 percent and less than a majority of the Active members from the nominated individual's TASB Region endorse the same individual, that individual will be included on the official ballot. If a majority of the Active members in a TASB Region endorse the same nominated individual, that individual will be elected to the TASB Board and will take office after the final session of the convention in the year elected [TASB Bylaws Art. VI, Section 2D(5)]. On July 3, a list of all candidates running for a position will be posted to the TASB Web Site ([www.tasb.org](http://www.tasb.org)).

**Pursuant to the bylaws, endorsements adopted by an Active Member before July 3 or endorsements that are not on the endorsement form provided by the Association in a given year shall not be accepted.** If your district has submitted a nomination for a member of your local board, the nomination will be counted as one of the endorsements. To endorse a nominated individual, complete the enclosed tan form and return to the TASB office. This form must be received in the TASB Austin office no earlier than JULY 3 or no later than AUGUST 30, 2010 (see enclosed for additional information regarding this process).

If you have questions or need further information, please contact Hershawna Turner at TASB 1-800-580-8272, ext. 6365 or 512-467-0222, ext. 6365; or by e-mail at [hershawna.turner@tasb.org](mailto:hershawna.turner@tasb.org). We appreciate your participation in this nomination process.

Enclosures

## NOMINATION FORM

Date \_\_\_\_\_

Robert Seward, Chair  
TASB Nominations Committee  
P. O. Box 400  
Austin, Texas 78767-0400

This form is to be used to nominate a member of your Local Board as a candidate to fill a position on the TASB Board of Directors.

**Must be received in the TASB Austin office with Biographical Sketch, Willingness to Serve Letter, and Candidate Questionnaire, on or before JUNE 30, 2010.**

Dear Mr. Seward:

This is to serve as our letter of nomination of a member of our local board to fill a position on the TASB Board of Directors for Region \_\_\_\_, Position \_\_\_\_.

### CANDIDATE INFORMATION

NAME: \_\_\_\_\_  
SCHOOL DISTRICT: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_, TEXAS ZIP \_\_\_\_\_

Our school district's board of trustees understands:

1. TASB Directors attendance at the regular Board meetings is necessary.
2. Expenses incurred for the nominee to attend the Nominations Committee interview will be the responsibility of the nominee's local school district.
3. Lodging and transportation expenses incurred by TASB Directors attending regular spring, summer and winter Board meetings are reimbursed by the Association and transportation expenses and three nights in lodging incurred attending the Convention Board meeting are reimbursed by the Association.

This nomination was approved by our school district's board of trustees at a duly called meeting on \_\_\_\_\_  
(Date)

Sincerely,

\_\_\_\_\_  
(BOARD PRESIDENT)

NAME: \_\_\_\_\_  
SCHOOL DISTRICT: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_, TEXAS ZIP \_\_\_\_\_

**Must be received in the TASB Austin office on or before JUNE 30, 2010**

**RETURN TO:  
TASB, Attn: Management Services  
P.O. Box 400, Austin, Texas 78767-0400  
or FAX (512) 467-3554**

**TASB Board Policies**

**Committees: Nominations Committee – Biographical Sketch Form**

**TASB-502ee**

**TEXAS ASSOCIATION OF SCHOOL BOARDS (TASB)  
Biographical Sketch**

Today's Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Zip: \_\_\_\_\_

PHOTO  
If Available

Business Phone: \_\_\_\_\_

Residence Phone: \_\_\_\_\_

Fax Number (if applicable): \_\_\_\_\_

We communicate with our Board members primarily via e-mail and the internet.  
Please list your preferred active email address.

E-mail: \_\_\_\_\_

School District: \_\_\_\_\_

Local Term Expires: \_\_\_\_\_ Years on Board: \_\_\_\_\_  
Month/Year

Upon expiration of current term on your local board, will you seek re-  
election: Yes \_\_\_ No \_\_\_

Board positions held/dates: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employers: \_\_\_\_\_ Dates: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Children (Names and Ages): \_\_\_\_\_

Birthdate: \_\_\_\_\_ Birthplace: \_\_\_\_\_

Education-High School: \_\_\_\_\_ College: \_\_\_\_\_

Other Education: \_\_\_\_\_ Degrees: \_\_\_\_\_

Hobbies/Special Interests: \_\_\_\_\_

Business/Professional/Civic Group memberships; offices held and dates: \_\_\_\_\_

Additional Comments: (Use reverse side if additional space is required.)

EXAMPLE

**“WILLINGNESS TO SERVE” FORM**

Date

Robert Seward, Chair  
TASB Nominations Committee  
P.O. Box 400  
Austin, Texas 78767-0400

Dear Mr. Seward:

This letter is to serve as confirmation of my willingness to serve, if elected,  
as a member of the TASB Board of Directors for Region \_\_\_\_\_, Position  
\_\_\_\_\_.

Sincerely,

Nominee

**Must be received in the TASB Austin office on or before JUNE 30, 2010**

**RETURN TO:  
TASB, Attn: Management Services  
P.O. Box 400, Austin, Texas 78767-0400  
or FAX (512) 467-3554**

**TASB Board Policies**  
**Committees: Nominations Committee – Director**  
**Candidate's Questionnaire Form**

**TASB-502eg**

TASB Board of Directors Candidate Questionnaire

Name \_\_\_\_\_

School District \_\_\_\_\_

Position \_\_\_\_\_

I affirm that my board has approved my candidacy, and the Nominations Form has been submitted to TASB (or is included in this mailing) as evidence.

1. What motivates you to serve on the TASB Board?

2. What contributions can you make?







**TASB Board Policies**  
**Committees: Nominations Committee – Director**  
**Candidate’s Questionnaire Form**

**TASB-502eg**

9. Excluding public school finance, what do you think are top issues facing public education today?

Elaborate on why you think they are critical issues.

10. Additional information

What else would you like for us to know about you?

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Candidate Signature

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Date

**Must be received in the TASB Austin office on or before JUNE 30, 2010**

**RETURN TO:**  
**TASB, Attn: Management Services**  
**P.O. Box 400, Austin, Texas 78767-0400**  
**Fax: (512) 467-3554**

**Excerpt from the Bylaws of the  
Texas Association of School Boards, Inc.  
(As last amended on October 3, 2009)**

**ARTICLE VI. BOARD OF DIRECTORS**

**SECTION 1. ASSOCIATION REGIONS.**

The Association Regions shall correspond to the ESC region boundaries. The annual Delegate Assembly shall approve any changes to the number or boundaries of Association Regions.

**SECTION 2. QUALIFICATIONS, NOMINATION, ENDORSEMENT, AND ELECTION OF DIRECTORS.**

A. Each voting Director shall be a trustee of the governing board of a school district that is an Active Member, except as provided below:

- (1) The President and the Immediate Past President, and
- (2) The ESC *ex officio* Director, in accordance with Article VI, Section 4F.

B. No Active Member shall have more than one candidate for each Director position. No person shall be a candidate for more than one Director position.

C. For purposes of this section, an Active Member school district with an Average Daily Attendance (ADA) meeting the requirements of Article VI, Section 4C(1) shall be treated as an Association Region and referred to in these Bylaws as a Large District.

D. Nominations and endorsements shall be accepted in accordance with the following requirements:

(1) By May 31 Active Members in any Association Region in which there are expiring terms or vacancies in Director positions shall be notified that the Active Member may nominate one of its trustees as a candidate for a Director position in which the term is expiring or a vacancy exists within the Active Member's Region.

(2) By June 30 the Nominations Committee's chair, or designee, shall have received the following in writing in the Austin office of the Association:

(a) The Active Member's nomination, on the form supplied by the Association for the process in a given year and signed by the Active Member's board president indicating the date of its board action,

(b) The candidate's biographical information,

(c) A signed letter from the candidate confirming his or her intention to be a candidate for nomination and a willingness to serve, if elected, and

(d) A candidate questionnaire completed by the candidate on the form supplied by the Association for the process in a given year.

(3) By July 3 a listing of all candidates running for Director positions shall be sent to the superintendent and board president of each Active Member in each Association Region in which there are any expiring terms or vacancies in Director positions. The candidate listing shall also be posted on the Association's Web site.

(4) By August 29, any Active Member endorsements of candidates shall be received in the Austin office of the Association for such endorsements to be considered. An Active Member may endorse only one candidate for each open Director position within its Association Region. Only candidates who have complied with the requirements of Article VI, Section 2(D)(2) may be endorsed. Endorsements adopted by an Active Member before July 3 or endorsements that are not on the endorsement form provided by the Association in a given year shall not be accepted. An Active Member's nomination of one of its trustees [Article VI, Section 2D(2)] shall be considered the Active Member's endorsement for that Director position.

(5) If a majority of the Active Members in an Association Region endorses the same candidate, that candidate shall be elected to the Director position and shall take office at the completion of the final official session of the annual convention during the year in which the Director was elected.

(6) If no candidate receives endorsements from a majority of the Active Members in the candidate's Association Region [Article VI, Section 2D(4)], the official annual Delegate Assembly ballot shall include the following:

(a) Candidates nominated by the Nominations Committee [Article VIII, Section 2H] and

(b) Candidates receiving endorsements from at least 25 percent but less than a majority of the Active Members in an Association Region.

(7) Thereafter nominations may be made by the candidate's Delegate, provided the following conditions are met:

(a) The candidate's nomination was submitted in compliance with Article VI, Section 2D(2), and

(b) The candidate's intent and consent to run for the position by this alternate means is received in the Austin office of the Association five days prior to the annual Delegate Assembly.

E. The annual Delegate Assembly shall elect a person to fill each Director position in which an expiring term or a vacancy exists, unless the position has been filled in accordance with Article VI, Section 2D(5). The official annual Delegate Assembly ballot shall be prepared by the Nominations Committee as provided in these Bylaws. If there is more than one nominee for any Director position, nominees shall comply with rules and procedures adopted by the annual Delegate Assembly at the start of the meeting.

F. If there is more than one nominee for a Director position, the nominee receiving the majority of the votes of the Delegates present and voting shall be elected. If no nominee receives a majority vote of the Delegates, a run-off election shall be conducted between the two nominees receiving the greater numbers of votes. The balloting shall be repeated for that position as many times as necessary to obtain a majority vote for a single nominee.

SECTION 3. DUTIES. The Board shall supervise, control, and direct affairs of the Association in accordance with the Articles of Incorporation, Bylaws, beliefs, and Advocacy Agenda approved by the annual Delegate Assembly. The Board shall:

A. Actively promote the mission, beliefs, and purposes of the Association.

B. Adopt the Association's budget and have discretion in the disbursement of the Association's funds.

C. Receive any devise, bequest, donation, or otherwise, either real or personal property, or both, and hold the same absolutely or in trust, and invest, reinvest, and manage the same, and apply said property and the income arising therefrom to the mission, beliefs, and purposes of the Association.

D. Establish such Board policies, as it deems appropriate in fulfilling its responsibilities under these Bylaws.

E. Appoint such agents as it may consider necessary.

SECTION 4. COMPOSITION.

A. The Association's governing body shall be composed of Directors from Large Districts or Association Regions. No Active Member shall have more than one individual serving on the Board.

B. All Directors shall represent their respective Association Regions, except the President, President-Elect, and the Immediate Past President.

C. By virtue of student enrollment, individual Active Members or Association Regions may be eligible for a Director position as follows:

(1)(a) Not more than 14 Active Members shall be entitled to Large District Director positions. To qualify for a Large District Director position, the Active Member shall have had at least 1.25 percent of the total state ADA for

two consecutive years. If more than 14 Active Members qualify for Large District Director positions under this provision, the 14 Active Members with the largest ADA shall qualify.

(b) If the Active Member's ADA falls below 1.25 percent of the total state ADA for two consecutive school years, or if an Active Member has qualified for a Large District Director position and that Active Member is no longer one of the 14 school districts with the ADA required under Article VI, Section 4C(1)(a), the Active Member's entitlement to a Large District Director position shall end with the expiration of the current representative's term.

(2)(a) An Association Region shall be entitled to Regional Director positions for each 4.25 percent or fraction thereof of the total state ADA contained within the Association Region for two consecutive years and after the ADA of each Active Member qualifying for a position by virtue of Article VI, Section 4 C(1), has been subtracted. Notwithstanding the foregoing, an Association Region shall be entitled to no more than three Regional Director positions.

(b) If an Association Region becomes entitled to multiple positions by this provision and, subsequently, for two consecutive years, fails to sustain sufficient ADA for the entitlement, a Regional Director position shall be eliminated as follows:

- i. If a vacancy exists in the Regional Director position, that position shall be eliminated, or
- ii. If there is more than one vacancy in the Regional Director positions, the vacant position with the first expiring term shall be eliminated, or
- iii. If there is no vacancy in the Regional Director positions, the existing position with the first expiring term within the Region shall be eliminated at the end of that term, or
- iv. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year, the position being held by the individual with the least tenure as a Regional Director shall be eliminated at the end of that term, or
- v. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year and being held by individuals with the same tenure, there shall be a drawing of lots to determine which Regional Director position shall be eliminated at the end of the term.

D. All calculations under this section shall be based on ADA data furnished by the Texas Education Agency available as of April 1 preceding the annual Delegate Assembly.

E. The Executive Director shall be a nonvoting *ex officio* Director and shall not be counted in the quorum of the Board.

F. The ESC boards shall be represented by one voting *ex officio* Director selected by a process and for a term prescribed by guidelines established by the ESC boards, but shall not be counted in the quorum of the Board.

#### SECTION 5. DURATION OF OFFICE.

A. The term of office of each Director shall be three years and shall begin at the completion of the final official session of the annual convention during which the Director was elected by the annual Delegate Assembly.

B. Terms of Directors shall be staggered to allow, to the extent possible, for the election of one-third of the Directors each year. New Director positions shall be assigned to terms to retain this balance; however, if this is not possible, the assignment of terms shall be decided by drawing of lots.

C. Upon election to a three-year term, a Director may be reelected to no more than three additional terms. A Director having served as President shall be eligible to serve only one additional year, as Immediate Past President.

D. Upon election or succession to the office of President-Elect, the Director position previously held shall be declared vacant and a successor elected, except as provided in Article VI, Section 4A.

#### SECTION 6. RESIGNATION AND REMOVAL.

A. A Director may resign by submitting a letter of resignation to the President. The resignation shall become effective upon receipt by the President.

B. A Director who is absent from three consecutive regularly scheduled Board meetings or from three consecutive regularly scheduled standing committee meetings may be removed from the Director position by a majority vote of all of the Directors. A Large District Director removed pursuant to this section shall be ineligible to serve for the remainder of the term to which the Director was elected.

C. Any Director may be removed by a two-thirds vote of the Board when, in the Board's judgment, the best interests of the Association would be served by removal.

#### SECTION 7. MEETINGS.

A. The Board shall hold at least four meetings annually at such time and place as determined by the President and Executive Director. One meeting shall be held within the week of the annual Delegate Assembly. The dates of the other three meetings shall be reported at the last regular meeting of the Board in each fiscal year. The Board shall be given 30 days' notice before each regular meeting by electronic means, or by any other means accessible to the Directors. Additional meetings of the Board may be called by the President or by the written request of a majority of the Board, provided that a written notice is sent to each Director at least 10 days before the meeting.

B. A meeting of the Board or a committee may be conducted in person or by alternate means, such as teleconference, videoconference, the Internet, or any other means by which each participant can communicate with all other participants.

#### SECTION 8. QUORUM AND VOTING.

A. A quorum shall consist of a majority of the Board.

B. Unless otherwise specifically provided by these Bylaws, a majority vote of those present and voting shall govern. No proxy voting shall be permitted.

C. Any action required to be taken at a meeting of Directors, or any action which may be taken at a meeting of the Directors or any committee, may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall have been signed or executed by the number of Directors or committee members as would be necessary to take that action at a meeting at which all of the Directors or members of the committee were present and voted. The Board, by policy or resolution, may increase the number of votes required for an action taken by written consent. A written consent shall be signed or executed and dated by each Director or committee member, and consent may be provided in multiple counterparts. Directors or committee members may provide written consent by facsimile, email (from the email address of record), or any other form of writing which comes from the Director or committee member.

SECTION 9. VACANCIES. By majority vote of those present and voting, the Board may fill vacancies that occur in Director positions by electing an individual to fill the vacancy until the next annual Delegate Assembly, in accordance with Board policy. At that time, a candidate shall be elected by the annual Delegate Assembly to fill the unexpired term in accordance with Article VI, Section 2D.

**BOARD OF DIRECTORS  
OF THE  
TEXAS ASSOCIATION OF SCHOOL BOARDS**

**Nominations Questions and Answers**

***1. How is the Texas Association of School Boards (TASB) governed?***

The general governing body of TASB is the Delegate Assembly, which meets each fall on the Saturday of the TASB/TASA Joint Annual Convention. One of the responsibilities of the voting representatives of the Assembly is to elect the TASB Board of Directors (TASB Board).

***2. Who makes up the Delegate Assembly?***

Annually, the Active Members designate a Delegate and Alternate from their local boards to represent their interests at the Delegate Assembly. Either the Delegate or the Alternate, whichever is present on the floor, is the Active Member's voting representative. Elected TASB Board members and Legislative Advisory Council Members of the TASB Legislative Committee are also voting representatives on the Assembly floor by virtue of their positions.

***3. What is an Active Member of TASB?***

Active Members are public school boards and the boards of the 20 Education Service Centers who have paid current annual dues.

***4. What is the composition of the TASB Board?***

The 44-member TASB Board is composed of the President, the President-Elect, the Immediate Past President, and members from the 20 TASB Regions, which follow the Education Service Center boundaries. An Education Service Center representative is also a member of the Board serving as a voting *ex officio* member.

***5. What are the responsibilities of the TASB Board?***

The TASB Board supervises, controls, and directs the affairs of TASB, within the limits of and consistent with the bylaws, beliefs, resolutions, and Advocacy Agenda Priorities and Positions approved by the Delegate Assembly.

**6. *Why do some TASB Regions have more than one representative?***

Representation is determined by student enrollment:

**a. Large District Members**

An Active Member will be entitled to a position on the TASB Board if, for two consecutive years, the Active Member has had at least 1.25 percent of the total state average daily attendance (ADA). If the Active Member's ADA falls below this percentage for two consecutive school years, the Active Member's entitlement to a position on the TASB Board will end with the expiration of the current representative's term.

**b. Regional Members**

A TASB Region will be entitled to a position on the Board for each 4.25 percent or fraction thereof of the total state ADA contained within the TASB Region for two consecutive years and after the ADA of each Large District Member has been subtracted.

**7. *What data is used to calculate the student enrollment?***

Calculations are based on state ADA, as furnished by the Texas Education Agency (TEA), available as of April 1 preceding the Annual Convention.

**8. *How many Large District Members currently have representatives on the TASB Board?***

At present, 13 districts qualify as Large District Members. They are: Aldine ISD, Arlington ISD, Austin ISD, Cypress-Fairbanks ISD, Dallas ISD, El Paso ISD, Fort Bend ISD, Fort Worth ISD, Garland ISD, Houston ISD, North East ISD (San Antonio), Northside ISD (San Antonio), and San Antonio ISD.

**9. *Does a TASB Board of Directors member have to be a member of a school board?***

Yes, each voting member of the TASB Board must be a member of a school board that is an Active Member of TASB. Except in the case of the President and the Immediate Past President, any member of the TASB Board who ceases to be a member of a school board will cease to be a member of the TASB Board. The President must be a member of a local board at the time of succession to the office.

**10. *How are vacancies on the Board filled throughout the year?***

The TASB Board can fill vacancies on the Board that occur during the year. The Superintendent and Board President of each Active Member within the Region where there is a vacancy will be notified that the vacancy exists and the process for nomination. The Nominations Committee will interview all candidates and make a recommendation to the Board. The TASB Board will elect an individual to fill the vacancy until the next Delegate Assembly.

***11. How do districts know when to nominate an individual for a position for consideration by the Delegate Assembly?***

After the May local school board elections and prior to May 31, the Superintendent and Board President of each Active Member receive notification from the Chair of the TASB Nominations Committee that either a vacancy or expiring term exists for a position in the Active Member's TASB Region. This information will also be posted on the TASB Website.

***12. What is meant by "expiring term?"***

TASB Board of Directors members are elected to three-year terms. The terms were initially staggered so that one-third of the Board is up for reelection each year. Prior to the May notification to districts, incumbent Directors are asked if their intent is to seek reelection to the TASB Board. Their intent is stated in the notification letter to districts.

***13. How does an Active Member nominate an individual to be considered by the Delegate Assembly?***

Active Members have until June 30 to place the name of a local board member in nomination for a position. Local board action is required. In the May notification to Active Members, a nomination form (specific to the year's election) is provided for this purpose. The form requires the nominated individual's name and address, the date of the board meeting at which the individual was nominated, and the signature of the board president. All forms will also be posted on the TASB Website.

Four items must be received in the TASB Austin office no later than June 30: (1) the nomination form provided by TASB in a given year (stating nominated individual's name and address, date of board meeting at which the individual was nominated, and signed by the local board president), (2) the nominated individual's biographical information, (3) a signed letter from the nominated individual indicating a willingness to serve, if elected, and (4) the candidate questionnaire.

***14. Can an Active Member nominate more than one individual for a position?***

No.



***15. Can an individual be a candidate for more than one position?***

No.

***16. Does TASB acknowledge receipt of an Active Member's nomination?***

Yes, the nominated individuals receive a letter acknowledging their candidacy, along with information regarding a meeting (prior to the Annual Convention) with the TASB Nominations Committee, at which time all nominated individuals (unless an individual receives endorsements from a majority of the districts in the region – see question 17 below) are interviewed by the committee. A copy of this information is also sent to the nominated individual's superintendent.

***17. In the Delegate Assembly election process, how does an Active Member endorse a nominated individual?***

Active Members have from July 3 until August 30 to endorse the candidacy of a nominated individual from another board in their TASB Region. Local board action is required. In the May notification to Active Members, the endorsement form for a given year is provided for this purpose. The form requires the nominated individual's name and address, the date of the board meeting at which the nominated individual was endorsed, and the signature of the board president.

TASB Bylaws do not allow the Nominations Committee to accept any endorsement acted on prior to July 3, or those not on the form provided by the Association in a given year. Endorsement forms must be received in the TASB Austin office on or before August 30. All forms will also be posted on the TASB Website.

If a majority of the Active Members in an Association Region endorses the same candidate, that candidate is elected to the Board and will take office at the completion of the final official session of the Annual Convention.

***18. What is the role of the TASB Nominations Committee in the Delegate Assembly election process?***

The Nominations Committee will meet prior to the Annual Convention to interview nominated individuals in races that have not been decided by the Regions (see question 17 above) and will prepare a slate of nominees for the election ballot presented to the Delegate Assembly.

***19. How are the members of the Nominations Committee chosen?***

The TASB Nominations Committee is elected from the members of the TASB Board by the TASB Board at the Annual Convention meeting of the Board each year, to take office immediately following the Annual Convention. In the election of the committee, the Board must consider representation by gender, ethnicity, school district size, geographic location, and wealth per student.

The Immediate Past President serves as Chair. The TASB President serves as a voting *ex officio* member and the President-Elect serves as a nonvoting *ex officio* member.

**20. *Who pays the nominated individual's expenses incurred in attending the interview meeting with the Nominations Committee?***

The nominated individual's local board.

**21. *How are the nominated individuals chosen for inclusion on the official Delegate Assembly ballot?***

The Nominations Committee selects one or more of the nominated individuals for each open position on the ballot. If a nominated individual has received endorsements from a majority of the Active Members in the TASB Region, one more than 50%, that individual is elected to the position and will take office after the final convention session in the year elected.

If no individual has received a majority of the endorsements, the ballot will include the Committee's nominees and will also list any nominated individuals who have received endorsements from at least 25 percent, but less than a majority of the Active Members within their TASB Region.

**22. *What if a nominated individual is not the committee's choice and has not received endorsements from 25 percent of the Active Members in their TASB Region?***

A floor nomination may be made by the candidate's Delegate provided the following conditions are met: (a) The candidate's nomination was submitted in compliance with Article VI, Section 2D(2) of the TASB Bylaws, and (b) the candidate's intent and consent to run for the position by this alternate means is received in the Austin office of the Association five days prior to the annual Delegate Assembly.

**23. *When are the Active Members notified of the official slate of nominees?***

As soon as feasible after the August 30 deadline for Active Member endorsements and prior to Delegate Assembly, Active Members and named voting representatives will be notified of the Nominations Committee's slate of nominees along with the officer nominees selected by the TASB Board at the Summer Board Meeting. This information will also be posted on the TASB Website.

**24. *What happens if a nominee is unable to serve?***

The Nominations Committee, at the call of its Chair, will select an alternate nominee and notify

Active Members and voting representatives of its amended report as soon as feasible, but no later than the opening of the annual Delegate Assembly.

**25. *Can nominated individuals get mailing labels to use for providing information regarding their candidacy to the Active Members in their TASB Region or to the named voting representatives of the Delegate Assembly?***

Yes, labels are available from TASB at no charge to members.

**26. *Are nominated individuals permitted to distribute campaign materials at the Delegate Assembly?***

Yes, prior to the call to order and as long as their activity does not disrupt the Assembly.

**27. *Will the nominated individuals be allowed to speak or have someone speak on behalf of their candidacy at the Delegate Assembly?***

Yes, speeches are allowed in contested races only and are limited to one three-minute speech per nominated individual, in accordance with the standing rules of the Assembly. Nominated individuals will speak in alphabetical order for each position.

**28. *At the Delegate Assembly, do voting representatives cast their vote for all positions on the ballot, or just those in their TASB Region?***

All voting representatives of the Assembly cast a vote on all positions on the ballot.

**29. *How are votes cast, tallied, and reported?***

Voting in the election is done by electronic keypads. The Teller Committee supervises the voting and certifies the accuracy of the counts. The Teller Committee Chair reports the results to the Assembly.

**30. *How is the Teller Committee selected?***

After the Nominations Committee's slate of nominees is chosen, the TASB President appoints board members from Active Members to serve on the Teller Committee. The TASB President considers representation by school size, geographic location, and wealth per student in the selection of this committee. No Active Member represented on the slate of nominees is allowed to have a board member participate as a member of the Teller Committee.

***31. How are the winners determined?***

If there are two nominees for a position, the nominee receiving the larger number of votes shall be elected Director. If there are three or more nominees for a Director position and no nominee receives a majority vote of the voting representatives present and voting for the position, a run-off election will be conducted between the two nominees receiving the largest numbers of votes.

***32. When will the run-off election be conducted?***

Immediately following the election results announcement.

***33. When do the terms of newly elected Directors and Officers begin?***

The newly elected Directors and Officers (including those elected by receiving a majority of the endorsements in their region) begin serving their terms at the end of the final official session of the Annual Convention during which the Director or Officer was elected by the Delegate Assembly.

***34. When does the TASB Board meet?***

The TASB Board meets five times a year (Annual TASB/TASA Convention, Fall, Winter, Spring, and Summer).

***35. Who pays Director expenses to attend meetings?***

Lodging and transportation expenses incurred by Directors attending the regular December, March, and summer TASB Board meetings are reimbursed by TASB. Transportation expenses and three nights' lodging expenses incurred by Directors attending the regular Annual Convention board meeting held in conjunction with the Annual Convention are reimbursed by TASB. Generally, expenses incurred while attending any other meetings of the TASB Board or Standing Committees, not held in conjunction with the four regular meetings, will be reimbursed by TASB, in accordance with TASB Board policy.

***36. Who do I contact for more information?***

Contact Mary Ann Briley (800-580-8272, ext. 3594) at TASB or e-mail [maryann.briley@tasb.org](mailto:maryann.briley@tasb.org).

