

ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS, REGION 3

Thank you for your commitment to ACSA Region 3!

This manual contains information to help you with your involvement in ACSA. It contains contact information at the state, region and charter levels.

The general purposes of ACSA, Region 3 shall be to promote the advancement of education and to promote and support the mission of State ACSA.

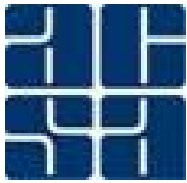
- *bold and authoritative advocacy;*
- *dedication to the highest personal and professional ethics;*
- *inspirational networks of discovery and sharing of knowledge;*
- *mutual commitment to excellence; and*
- *universal accessibility to learning.*

The specific priority area of Region 3 for 2014-2015 is:

- *Strategy IV: We will build and maintain vibrant, purposeful networks of educational communities.*
 - *Support Region 3 Charters by providing advisement to Charter Presidents*
 - *Enhance our Women's Leadership Network*

Online Region 3 information, as well as the contents of this Leadership Manual, can be found at: www.regions.acsa.org/3/

The 2014 State ACSA Leadership Manual that is hosted on Google Drive, can be found at: <https://drive.google.com/a/acsanetwork.org/file/d/0B2XTiENg-M9MZkMtOGI4dFFkMGs/edit?usp=sharing>



**ACSA - Region 3
2014 – 2015 Leadership Training**

Red Lion Hotel Ballroom
500 Leisure Lane, Sacramento, CA 95815

4:30 p.m. – 8:00 p.m., Monday, August 18, 2014

LEADERSHIP MATTERS

4:30 - 4:45 p.m. Registration/Social

Agenda

4:45 – 5:15 Welcome and Introductions Region 3 President Brent Cushenbery
Guest Speaker.....State ACSA Executive Director, Wesley Smith

5:15 – 5:35 Facilitated Discussion by Orlando and Justin, VALIC

5:35 – 5:45 Delegate Assembly meeting: Proposed Region 3 Budget

5:45-6:30 Buffet Dinner

6:30 – 7:15 Leadership Table Groups by Position led by Region Leaders

- Region Presidents/Presidents Elect: Brent Cushenbery, Chris Morris, Steve Muzinich
- Treasurers/Secretaries: Sue Gilmore
- Legislative Action: Hervey Taylor
- Committee/Council Representatives: Cindy Petersen, Charlie Linebarger
- Membership: Angi Carlomagno

Topics for Table Groups:

- ***Roles and Responsibilities (2-way communication)***
- ***Job-Alikes within Region 3 (Regional Database)***
- ***Q & A***

7:15-7:30 Calendar.....Jonathon Brunson

- Region 3 Socials.....Jonathon Brunson/Angi Carlomagno/Steve Muzinich
- Legislative Action Day.....Hervey Taylor
- Women’s Leadership Network:Cindy Petersen
- Recognition Programs:
 - Every Student Succeeding:Chris Morris
 - Administrators of the Year/
Partners in Educational Excellence/Scholarships.....Anna Trunnell

7:30 -7:45 Know Your Resources: Leadership ManualJonathon Brunson/Emilie Simmons

7:45-8:00 p.m. Closing Remarks.....Brent Cushenbery

ACSA REGION 3 2014-15 EXECUTIVE BOARD

Jonathon Brunson
Region 3 Past President
Yolo Charter
Director of Personnel Services
Davis Joint Unified School District
526 B Street, Davis, CA 95616
530-757-5300, Fax 530-757-5422
jbrunson@djud.net

Brent Cushenbery
Region 3 President
Yolo Carter
Superintendent
Winters Joint Unified School District
909 W. Grant Avenue, Winters, CA 95694
530 795-6112, Fax 530 795-6114
bcushenbery@wintersjUSD.org

Dr. Chris Morris
Region 3 President Elect
North Charter
Natomas Unified School District
Principal, Discovery High School
3401 Fong Ranch Road, Sacramento, CA 95834
916/928-5200, Fax 916/867-2053
cmorris@natomas.k12.ca.us

Susan Lytle Gilmore, Ph.D.
Region 3 Vice President/Finance
Capitol Charter
Director, Adult Education
Sacramento City Unified School District
5241 J Street, Sacramento, CA 95819
916/277-6533, Fax 916/277-6810
adult_education1856@comcast.net

Charlie Linebarger
Region 3 Past Vice President/Finance
Folsom Cordova Charter
Folsom Cordova Unified School District
Principal, Walnutwood High School and Folsom Cordova
Adult School
10850 Gadsten Way, Rancho Cordova, CA 95670
916/638-2598, ext. 150, Fax 916/294-2479
clinebar@fcusd.org

Angi Carlomagno
Region 3 Vice President/Membership
Folsom Cordova Charter
Folsom Cordova Unified School District
Principal, Mather Heights
4370 School Road, Rancho Cordova, CA 95655
(916) 362-4153 Fax: (916) 294-2477
acarloma@fcusd.org

Steve Muzinich
Region 3 Vice President/Communications/Marketing
Folsom Cordova Charter
Director, Attendance and Due Process
Folsom Cordova Unified School District
1965 Birkmont Drive, Rancho Cordova 95742
916/294-9012, Fax 916/294-9020
smuzinich@fcusdl.org

Anna Trunnell
Region 3 Vice President/Programs
Elk Grove Charter
Elk Grove Unified School District
Assistant Superintendent, Educational Options
5201 Arnold Avenue, McClellan, CA 95652
916/566-1600, Fax
atrunnel@egusd.net

Hervey Taylor, III
Region 3 Vice President/Legislative Action
North Charter
Principal, H. Allen Hight Elementary School
3200 North Park Drive, Sacramento, 95835
916/567-5700, Fax 916/
htaylor@natomas.k12.ca.us

Cindy Petersen
Region 3 Director to ACSA State Board
North Charter
Superintendent/CEO, Gateway Community Charters
5712 Dudley Boulevard, McClellan, CA 95652
916/286-5129, Fax 916/993-4114
cindy.petersen@twinriversusd.org

Region Support Staff

Emilie Simmons
Region 3 Consultant
4429 Glen Oak Court, Sacramento, CA 95821
Cell: (530) 304-4419
emilie.simmons@aol.com

ACSA REGION 3 2014-15 COMMITTEE REPRESENTATIVES (5/21/14)	
<p><i>Dr. Edgar Lampkin</i> <i>Equity, Achievement & Diversity Committee</i> <i>Yolo Charter</i> <i>Yolo County Office of Education</i> <i>1280 Santa Anita Court</i> <i>Woodland, CA 95776</i> <i>530 668-3769</i> edgar.lampkin@ycoe.org</p>	
<p><i>Hervey Taylor III</i> (term ends 2016) <i>Legislative Policy Committee</i> <i>North Charter</i> <i>Natomas Unified School District</i> <i>Principal, H. Allen Hight Elementary School</i> <i>3200 North Park Drive</i> <i>Sacramento, CA 95835</i> <i>(916) 567-5703 telephone</i> <i>(916) 567-5709 fax</i> htaylor@natomas.k12.ca.us</p>	<p><i>Angi Carlomagno</i> (term ends 2017) <i>Member Services Committee</i> <i>Folsom Cordova Charter</i> <i>Folsom Cordova USD</i> <i>Principal, Mather Heights</i> <i>4370 School Road, Rancho Cordova, CA 95655</i> <i>(916) 362-4153 Fax: (916) 294-2477</i> acarloma@fcusd.org <i>(also serves on Region 3 Executive Board as Vice President/Membership)</i></p>
<p><i>Elizabeth Shepherd</i> (term ends 2016) <i>Co-Administration Committee</i> <i>Folsom Cordova Charter</i> <i>Vice Principal</i> <i>FCUSD, Cordova High School</i> <i>2239 Chase Drive, Rancho Cordova, CA 95670</i> <i>916/294-2450 ext. 810156 , Fax 916-294-9080</i> EShepherd@fcusd.org</p>	<p><i>Maureen Burness</i> (term ends 2016) <i>Retirement Committee</i> <i>Retirees Charter</i> <i>1038 55th Street</i> <i>Sacramento, CA 95619</i> <i>916/456-4332,</i> moburness@gmail.com</p>
<p><i>Aida Buelna</i> <i>Small School Districts Committee</i> <i>Yolo Charter</i> <i>Superintendent, Esparto Unified School District</i> <i>26675 Plainfield Street, Esparto, 95627</i> <i>530/787-3446, Fax 530/787-3033</i> abuelna@espartok12.org</p>	<p><i>Ruben Reyes</i> <i>Small School District Committee</i> <i>North Charter</i> <i>Superintendent, Robla School District</i> <i>5248 Rose Street, Sacramento 95838</i> <i>916/1728, Fax 916/992-0308</i> rreyes@robla.k12.ca.us</p>
<p><i>Anna Trunnell</i> (term ends 2017) <i>Urban Education Committee</i> <i>Elk Grove Charter</i> <i>Elk Grove Unified School District</i> <i>Director of Curriculum, and Professional Learning</i> <i>9510 Elk Grove-Florin Road, Room 114,</i> <i>Elk Grove, CA 95624</i> <i>(916) 686-7757, ext. 7433</i> atrunnel@egusd.net</p>	<p><i>Derrick Garcia</i> <i>Urban Education Committee</i> <i>San Juan Charter</i> <i>Assistant Superintendent, Secondary Education</i> <i>San Juan Unified School District</i> <i>3738 Walnut Avenue, Carmichael 95608</i> <i>916/971-7119, Fax 916/971-7686</i> derrick.garcia@sanjuan.edu</p>

ACSA REGION III – 2014-15 COUNCIL REPRESENTATIVES	
<p>Charlie Linebarger (term ends 2015) Adult Education Council Folsom Cordova Charter Folsom Cordova Unified School District Principal, Walnut High School and Folsom Cordova Adult School 10850 Gadsten Way, Rancho Cordova, CA 95670 916/638-2598, ext. 150 FAX 916/294-2479 clinebar@fcusd.org</p>	<p>Rhonda Crawford (term ends 2016) Business Services Council Folsom Cordova Charter Folsom Cordova Unified School District Chief Financial Officer/Chief Business Officer 125 East Bidwell Street, Folsom, CA 95630 916/355-1111, ext. 114, Fax 916/294-9020 rcrawfor@fcusd.org</p>
<p>Jason Sample (term ends 2015) Classified Educational Leaders Council North Charter Director of Community Engagement and Development Community Collaborative Charter Schools 5726 Dudley Blvd McClellan, Ca 95652 916-286-5106 916-993-4114 Jason.Sample@gcccharters.org</p>	<p>Amos Nugent, III (term ends 2017) Educational Options Council North Charter Community Collaborative Charter Schools Vice Principal CCCS Robertson Center 5712 Dudley Blvd. McClellan, CA 95662 916/286-5103 FAX 916/921-2572 amos.nugent@gcccharters.org</p>
<p>Dr. Amy Slavensky (terms ends 2017) Curriculum, Instruction & Accountability Leaders Council San Juan Charter San Juan Unified School District Director, Early Elementary/Childhood Education 5309 Kenneth Avenue Carmichael, CA 95608 916 971-5903 FAX 916 482-8389 amy.slavensky@sanjuan.edu</p>	<p>Richard Tapia, Ed .D. (term ends 2016) Elementary Education Council Folsom Cordova Charter Folsom Cordova Unified School District Principal, Cordova Gardens Elementary 2400 Dawes Street, Rancho Cordova 95670 916/633-2601, FAX 916/294-2475 rtapia@fcusd.org</p>
<p>Cancy McArn (term ends 2016) Human Resources Council Assistant Superintendent of Human Resources & Employee Compensation Services Capital City Charter Sacramento City Unified School District 5735 47th Avenue, Sacramento 95824 916/643-7434 cancy-mcarn@scusd.edu</p>	<p>Derek Brothers (term ends 2017) Middle Grades Education Council Yolo Charter Davis JUSD Principal, Holmes Junior High School 1220 Drexel Drive Davis, CA 95616 530/575-5445, Fax dbrothers@djud.net</p>
<p>Diane Youtsey (term ends 2015) Student Services & Special Education Council Folsom Cordova Charter Program Coordinator Special Education Folsom-Cordova Unified School District 1965 Birkmont Drive, Rancho Cordova, 95742 916/294-9007 dyoutsey@fcusd.org</p>	<p>Dr. Paul Fawcett (term ends 2018) Secondary Education Council Yolo Charter Winters Joint Unified School District Principal, Winters High School 101 Grant Avenue, Winters, CA 95694 530/795-6140, Fax 530/795-6147 pfawcett@wintersjUSD.org</p>
<p>Debbie Bettencourt (term ends 2015) Superintendency Council Folsom Cordova Charter Folsom Cordova Unified School District Superintendent 1965 Birkmont Drive, Rancho Cordova 95742 916/294-2495, Fax 916/294-9020 dbettenc@fcusd.org</p>	<p>Dr. Carolyn Zachry (term ends 2016) Career-Technical Education Council Capital Charter California Department of Education Administrator Career & Technical Unit 1430 N St., Suite 4503, Sacramento, CA 95814 916-323-5042 FAX 916-327-3879 czachry@cde.ca.gov</p>

2014-2015 Region 3 Charter Presidents

Capital City Charter:

*Rachel Lane, Principal
Nicholas Elementary School
Sacramento City Unified School District
6601 Steiner Drive, Sacramento, CA 95823
916/737-2070,
Email: rachel-lane@scusd.edu*

Elk Grove Administrative Team (EGAT)

Pending

Folsom Cordova Leadership Association (FCLA):

*Dan Anklam, Principal, Cordova High School
Folsom Cordova Unified School District
2239 Chase Drive, Rancho Cordova, CA 95670
(916) 294-2450
Email: danklam@fcusd.org*

North Charter:

*Renee Scott-Femenella, Principal
Hillsdale Elementary/Westside Preparatory Charter School, Eastside Campus
Twin Rivers USD
6469 Guthrie Street, North Highlands, CA 95660
(916) 5666-1800 x62401
Email: Renee.Scott-Femenella@twinriversusd.org*

Retirees Charter

*David Inns
2215 Rockwell Drive
Davis, CA 95614
(323) 201-1011
Email: innserelli@gmail.com*

San Juan Administrators Association:

*Brooke Thomas, Principal
San Juan Unified School District
Pershing Elementary School
9010 Pershing Avenue, Orangevale, CA 95662
916/867-2076
bthomas@sanjuan.edu*

South Charter:

Inactive

Yolo Charter:

*Dr. Edgar Lampkin, Director of English Learners
Yolo County Office of Education
1280 Santa Anita Court, Suite 100
Woodland, CA 95776
530-668-3769
edgar.lampkin@ycoe.org*



Region 3

Responsibilities for Region Leadership Group 2014-2015

In order to more closely connect the impact of region role responsibilities with the region governance structure, members of the region leadership team are asked to do the following:

Executive Officers

State

- Attend state Delegate Assembly meetings as defined by role

Region

- Attend monthly region Board of Directors/Delegate Assembly meetings
- Attend monthly Executive Board meetings

Charter

- Attend local charter meetings
-

State Board Members and State Council/Committee Chairs

State

- Attend state board and committee meetings as defined by role

Region

- Attend monthly region Board of Directors/Delegate Assembly meetings
- Attend monthly Executive Board meetings as necessary

Charter

- Attend local charter meetings
-

Region Council/Committee Chairs and Representatives to Special State Committees

State

- Attend all state committee meetings; when necessary, with region president, arrange for a designee to attend

Region

- Attend monthly region Board of Directors/Delegate Assembly meetings
- Submit a short written summary after each state council/committee meeting to the region president
- Upon request, deliver a presentation regarding council/committee work at a region Board of Directors/ Delegate Assembly meeting

Charter

- Attend local charter meetings
-

Directors

Region

- Attend monthly region Board of Directors/Delegate Assembly meetings
- Actively participate in preparations and support for region activities

Charter

- Attend local charter meetings
-

Charter Presidents

Region

- Attend region Board of Directors/Delegate Assembly meetings with charter President-Elect; when necessary, arrange for designees from the charter to attend
- Attend region Board of Directors/Delegate Assembly meetings with charter V/P of Legislative Action and charter Membership Chair as region activities necessitate
- Upon request, report regarding charter activities at region Board of Directors/ Delegate Assembly meetings

Charter

- Hold monthly charter meetings to support yearly calendar of region activities

ACSA REGION 3
2014-2015 CALENDAR
 Join us on Facebook: **ACSA Region 3**
 Website: regions.acsa.org/3/

June 2014

20-21 9-2/9-4 R3 *Executive Board* Retreat, ACSA, J St, Sac

July 2014

28-30 State ACSA Board Retreat, Napa
 30 State ACSA Board of Directors Meeting

August 2014

6 Elk Grove Organizational meeting, 4:30-5:30, DO
 18 Region 3 Leadership Training, 4:30-8 pm (VALIC)
 Woodlake Conference Center, Red Lion, Sacramento

September 2014

8 5:00-6:30 p.m., Region 3 *Executive Board*
 Hoppy Brewing Company, 6300 Folsom Blvd, Sacramento
 18 7:00-8:30 a.m., Region 3 *Delegate Assembly*
 Mimi's Café, 2029 Alta Arden, Sacramento

October 2014

1 **Charter Rosters, Budgets, Bylaws due to Region**
 3 October-fest/Golf Scholarship Tournament
 16 ACSA State Mtgs.: Region Pres., V/Ps Leg. Action,
 LAX
 16 ACSA State Delegate Assembly Meeting
 17 ACSA State Board of Directors Meeting

November 2014

3 5:00-6:30 p.m., Region 3 *Executive Board*
 Hoppy Brewing Company, 6300 Folsom Blvd, Sacramento
 5-8 ACSA State Leadership Summit, San Diego
 13 7:00-8:30 a.m., Region 3 *Delegate Assembly*
 Mimi's Café, 2029 Alta Arden, Sacramento

December 2014

5 **Nominations due for Administrators of the Year and Partners in Educational Excellence**

January 2015

8 5:00-6:30 p.m., Region 3 *Executive Board*
 Hoppy Brewing Company, 6300 Folsom Blvd, Sacramento
 15 7:00-8:30 a.m., Region 3 *Delegate Assembly*
 Mimi's Café, 2029 Alta Arden, Sacramento
 16 **Deadline for Every Student Succeeding**
 30 5:30-8:00 p.m., Fun Friday, Red Lion, Sacramento

February 2015

12 (a.m.) ACSA State Mtgs.: Region Pres., V/Ps Leg. Action,
 12 (p.m.) State ACSA Delegate Assembly; Location TBD
 13 State ACSA Board of Directors Mtg.
 23 5:00-6:30 p.m., Region 3 *Executive Board*
 Hoppy Brewing Company, 6300 Folsom Blvd, Sacramento

March 2015

6 5:30 p.m., Every Student Succeeding Banquet
 CSUS Alumni Center
 12 7:00-8:30 a.m., Region 3 *Delegate Assembly*
 Mimi's Café, 2029 Alta Arden, Sacramento
 15-16 State ACSA Legislative Action Day
 20 March Membership Social, TBD
 30 5:00-6:30 p.m., Region 3 *Executive Board*
 Hoppy Brewing Company, 6300 Folsom Blvd, Sacramento

April 2015

3 **Deadline for Student Scholarship Nominations**
 16 7:00-8:30 a.m., Region 3 *Delegate Assembly*
 Mimi's Café, 2029 Alta Arden, Sacramento
 23-26 North State Conference, Peppermill, Reno

May 2015

11 Annual Awards Banquet, *Red Lion Hotel*, (Administrators of the Year, Silver Star, Aspiring Administrators, Partners in Educational Excellence, Student Scholarship Recipients)
 7 5:00-6:30 p.m., Region 3 *Executive Board*
 Hoppy Brewing Company, 6300 Folsom Blvd, Sacramento
 14 ACSA State Mtgs.: Region Pres., V/Ps Leg. Action, Sacramento
 14 State ACSA Delegate Assembly
 15 State ACSA Board of Directors Meeting
Women's Leadership Network Event, TBD

June 2015

19-20 Region 3 Executive Board Planning Retreat
 Location TBD

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- Five (5) *Region 3 Delegate Assemblies*: September 18, November 13, January 15, March 12, and April 16
- Six (6) *Executive Board Meetings*: September 8, November 3, January 8, February 23, March 30, and May 7 (*Not in conjunction with State ACSA Meetings, Sacramento*)

Need date for Leadership Forum?

6/23/14 es



ACSA Region 3 2014-2015 Meeting Dates

REGION DELEGATE ASSEMBLY

(Executive board, charter directors, charter presidents, charter presidents elect and charter vice presidents for legislative action, and region representatives to ACSA State Committees and Councils)

GUESTS ARE ALWAYS WELCOME

7:00 a.m. – 8:30a.m., Thursday
Mimi's Café, 2029 Alta Arden, Sacramento
(916) 614-9278

September 18

March 12

November 13

April 16

January 15

EXECUTIVE BOARD

(Region 3 Executive Officers: President, president-elect, past president, vice president/programs, vice president/legislative action, vice president/membership, vice president/communications/marketing, vice president/finance, past vice president/finance, past vice-president/finance; Regional Director to State Board, any State ACSA officer and/or chairperson/president of state committees/councils employed or residing within ACSA Region 3)

5:00 p.m. – 6:30 p.m.
Hoppy Brewing Company, 6300 Folsom Blvd., Sacramento
(916) 451-HOPPY (4677)

September 8

February 23

November 3

March 30

January 8

May *

*NOT in conjunction with State ACSA Delegate Assembly meetings, Hilton Hotel, Sacramento



Region 3 Request for Region Funds for Special Activities

INTRODUCTION

The purpose of this form is to define a process for region leadership team members (Charter Presidents, Committee Chairs, Council Presidents, Directors, and Executive Board members) to request region funds for special activities. This form is designed to assist the Executive Board in understanding the request and to assist those making requests in providing appropriate details.

Each year, the Executive Board will designate an amount of funding available for these requests. In the case of special charter activities, region funds will be approved to co-sponsor such activities. Requests will be considered and approved as long as funds are available. Requests may be for up to \$500 (for an event or for the year). Requests exceeding \$500 need to include a description of special circumstances. *A check for the amount spent will be issued upon receipt of the charter expenditure receipts, or upon receipt of proof of enrollment/completion of the Academy Institute.*

The purpose of the special activity or project needs to link to state, region or charter ACSA goals and provide a benefit or support to local ACSA members.

EXAMPLES

Examples of requests include:

- Charter level: *(co-sponsored activities)*
 - Recognition events such as for exemplary programs and the people who make them work, for classified educational leaders, etc.
 - ACSA membership promotion events such as for new administrators
- Committee level: *(may or may not involve co-sponsorship)*
 - Materials and refreshments for region meetings
 - Region gift for statewide conference sponsored by state committee
- Director level: *(may or may not involve co-sponsorship)*
 - Special projects such as developing and maintaining a region Web site, organizing a community service project, etc.

DIRECTIONS

Authorized persons, as identified above, need to submit this completed form to:

*Brent Cushenbery, Region 3 President
Yolo Charter
Superintendent, Winters Joint Unified School District
909 W. Grant Avenue, Winters, CA 95694
530-795-6112, Fax 530-795-6114
bcushenbery@wintersjUSD.org*

The Executive Board will consider the request and announce action taken on the request at the next regularly scheduled Delegate Assembly meeting.

The Executive Board welcomes all requests for region funds to sponsor special charter activities and region projects. Requests will be approved on as equitable a basis as possible to support the broadest range of activities and projects and to support the greatest number of charters as available funding allows. Please submit your request as soon as possible!

Request for Region Funds for Special Activities

Name of Person Submitting Request: _____

Contact Information; (phone no. & e-mail address): _____

Leadership Role: _____

Charter: _____

Amount Requested: _____

Date Submitted: _____

I. ACTIVITY:

Title/Event/Project: _____

Date: _____ Time (beginning/ending): _____

Location: _____

Estimated Attendance: _____ Annual Activity (yes/no): _____

Registration Fee: _____ ACSA Member _____ Non-Member _____

II. DESCRIPTION :*(include purpose/goal of activity, value to region, presenter(s)/keynote speaker, special materials, intended audience, etc.)*

III. BUDGET:

Estimated Total Cost of Activity: _____

Source(s) of Co-Funding (*indicate amount*): ___ Charter: _____

 ___ Sponsor: _____

 ___ Other: _____

 ___ None

Amount of Income: ___ Co-Funding Sources: _____

 ___ Registration Fees: _____

 ___ Region Request: _____

Expenses:

Amount

Explanation

-
-
-
-
-

IV. EVALUATION: (*describe how the effectiveness of this activity will be evaluated*)

V. OTHER: (*describe any special circumstances if the request is for more than \$500*)

VI. Date reviewed by Executive Board: _____

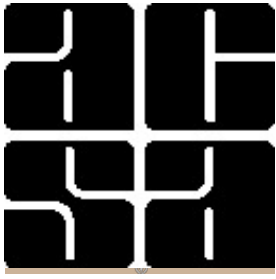
Action of the Executive Board:

_____ Approve Request: Amount Funded: _____

_____ Deny Request*

_____ Recommend Request be Amended and Re-Submitted*

Reason(s) for Action*: _____



THE ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS

REGION 3

2014-2015 EXECUTIVE BOARD

PRESIDENT

Brent Cushenbery
bcushenbery@wintersjUSD.org

PRESIDENT-ELECT

Chris Morris
cmorris@natomas.k12.ca.us

PAST PRESIDENT

Jonathon Brunson
jbrunson@djUSD.net

VICE PRESIDENT LEGISLATIVE ACTION

Hervey Taylor, III
htaylor@natomas.k12.ca.us

VICE PRESIDENT PROGRAMS

Anna Trunnell
atrunnel@egUSD.onet

VICE PRESIDENT COMMUNICATIONS/MARKETING

Steve Muzinich
smuzinich@fcUSD.org

VICE PRESIDENT/FINANCE

Sue Gilmore
adult_education1856@comcast.net

PAST VICE PRESIDENT/FINANCE

Charlie Linebarger
clinebar@fcUSD.org

VICE PRESIDENT MEMBERSHIP

Angi Carlomagno
acarloma@fcUSD.org

REPRESENTATIVE TO ACSA STATE BOARD

Cindy Petersen
cindy.petersen@twinriversUSD.org

REGION 3 CONSULTANT

Emilie Simmons (530) 304-4419
emilie.simmons@aol.com

Every Student Succeeding Program

The mission of ACSA is to ensure that all students have the essential skills and knowledge needed to excel. On every school day throughout California, dedicated educators and courageous students overcome tremendous obstacles to reach that goal. Their success is our success; their powerful stories are our inspiration.

ACSA's Every Student Succeeding program honors students who exceed our expectations and the educators who support them along the way. We are proud to highlight these young men and women who have overcome great obstacles to succeed. They face life's challenges head on. Their stories are remarkable and their futures are bright.

Purpose: The purpose of this award is to honor students at all grade levels who have succeeded, against all odds, beyond expectations or simply won the hearts of the administrators and other educators who helped them achieve their goals. One student from each region will be honored.

Eligibility: The success of these students should be tied to the work of ACSA administrators. We know that other educators will also have made significant contributions to their support, including board members, teachers, paraprofessionals, guardians, community members, etc.

Nominees should be students who have made a special effort to succeed and have overcome obstacles such as but not limited to:

- Returning to school
- Leaving a gang
- Improving their attendance
- Changing their attitude
- Overcoming physical and mental barriers
- Illness or disability

They should also be active in:

- After school programs
- Community service
- Student conflict resolution
- Cross-age tutoring
- Peer mediation
- Peer tutoring

Nominees can come from programs such as:

- Alternative Education
- At-risk
- English Learners
- Continuation School
- Adult Education
- General education grades 4-12

Nomination Process: *Nominations must be sent directly to the nominee's charter president.* Each charter will select three students to be honored at our Region 3 ESS awards dinner. The nomination form is attached. The remaining nominees can be honored at a charter or district event.

Deadline: **Contact your charter president for the charter deadline.** The deadline for submission of recipient information to Region 3 is **Friday, January 16, 2014.**
Charters- please send your completed student nomination form (only three students per charter) to the state Region 3 consultant:

Attention: Emilie Simmons
Region 3 Consultant
4429 Glen Oak Court, Sacramento, CA 95821
Cell: (530) 304-4419
emilie.simmons@aol.com

Recognition: Students will be recognized at our ESS event at the Sac State Alumni Center on March 6th, 2015 at 5:30 pm. One student will be chosen to represent Region 3 at the State Level which will be held in Northern California in November 2015.

2015 Association of California School Administrators Partners in Educational Excellence Award

IMPORTANT

This form must be used to submit nominations. (A two-page criteria explanation is also required if your nominee is selected for submission as a state ACSA Nomination. Please visit the ACSA website at www.acsa.org to obtain that form if directed by the Region 3 Consultant or President.)

AWARD NOMINEE

Name of Community Partnership Program

Name of Community Partner (if different from above)

Address

City/State/Zip

Community Leader's Name

Educational Leaders Involved

Contact Person

Address

City/State/Zip

Phone

Email

NOMINATED BY

Name

Title

School/District

Charter

Address

Phone

Cell Phone

Email

Please attach a brief description about the collaboration between education and community leaders, and how your nominee has made a sustained, positive impact on student achievement and learning.

Submit this form to Region 3 Consultant, Emilie Simmons (emilie.simmons@aol.com) or Region 3 Vice President of Programs, Anna Trunnell (atrunnel@egusd.net) by December 5, 2014.

ACSA REGION 3 STUDENT SCHOLARSHIP PROGRAM

APPLICATIONS DUE APRIL 3, 2015

Region 3 is excited to announce the continuation of a Student Scholarship Program for high school seniors (or dependent continuing college students).

For the 2014-2015 school-year, Region 3 will award a number of scholarships (minimum of \$500 each) to outstanding college bound high school seniors (or outstanding continuing college students). The recipient must be a family member of an active ACSA Region 3 member. The awards will be presented at the annual Administrators of the Year Awards Dinner in May or at a similar region event and winners will be notified by mail prior to the event.

Interested Region 3 members can obtain the application form by contacting Emilie Simmons, Region 3 Consultant, at emilie.simmons@aol.com. Applications are also available at all Region 3 meetings prior to the submission date and on the Region 3 web page at <http://www.regions.acsa.org/3/>.

**** CHECK LIST FOR THE
ACSA REGION 3 STUDENT SCHOLARSHIP APPLICATION ****

Please follow these directions carefully and observe all deadlines.

Note: Deadline for submission is April 3.

FORWARD TO: **Emilie Simmons, Region 3 Consultant**
 Email: emilie.simmons@aol.com

Please check to be sure you have personally completed or included the following:

----- **SCHOLARSHIP APPLICATION**

----- **AUTOBIOGRAPHICAL ESSAY**

Include information about your life goals, activities, experience, etc. Staple the essay to the application.

----- **TWO LETTERS OF RECOMMENDATION**

The recommendation letters must be included in the application packet. Your letter may be from a school employee, an employer, or a community member. The letter may not be from a relative.

----- **TRANSCRIPTS**

An official current transcript must be included in your application.

ACSA REGION 3 STUDENT SCHOLARSHIP APPLICATION (continued)

Responses are to be restricted to the space provided.

SCHOOL ACTIVITIES (By class year, list memberships, societies, athletics, offices held, awards)

COMMUNITY ACTIVITIES (Civic committees, church groups, scouts, tutoring, charity fund raising, political groups, election campaigning, awards, etc.)

HONORS RECEIVED OR DISTINGUISHED ACCOMPLISHMENTS

EMPLOYMENT (Be specific, giving job title and responsibilities, name of firm, length of employment, hours worked per week, etc.)

ACSA REGION 3 STUDENT SCHOLARSHIP APPLICATION (continued)**AUTOBIOGRAPHICAL ESSAY**

Name of Applicant _____

Your autobiography should give the committee an insight to you as a person as well as your future personal, educational and vocational goals. The committee is interested in knowing you more personally. This information will be of interest to the committee and a well-written, detailed essay will be to your benefit. Please include any interesting, unusual, or goal-shaping experiences. Outstanding accomplishments may be included, however, do not merely give a long listing of extracurricular activities. Include a description of how you spend your "free time", that is, time not spent studying and reading. If you have an interesting or unusual hobby or a part-time job, you may include a description of it. The autobiography should be written in narrative form and should be no less than 250 words and not more than 500.

(Please use additional pages if necessary)

ACSA REGION 3 STUDENT SCHOLARSHIP APPLICATION (continued)**LETTER OF RECOMMENDATION**

Name of Applicant _____

TO THE ADVOCATE: The Selection Committee will give great weight to your letter of recommendation. Please provide your personal impressions of the candidate's character, the quality of the applicant's previous work, leadership potential, personality, and future plans. Also, please indicate the length of time you have been acquainted with the applicant and in what capacity. (Please use an additional page if necessary or attach a separate letter to this page.)

PROCESS FOR SELECTION: A Screening Committee shall be appointed by the President of ACSA Region 3 that consists of at least three members of the Executive Board and one other at-large member. The ACSA Region 3 Executive Board shall set the criteria for the application, processing, and selection. The Selection Screening Committee will screen applicants and make the final recommendations to the Executive Board for approval.

Names of selected applicant(s) shall be submitted to the screening committee for approval as recipient(s) of the scholarship(s).

NOTIFICATION PROCESS: The annual recipient(s) shall be notified by a personal letter from the President of ACSA Region 3 and will be honored at the annual Administrator of the Year Award or at a similar region function.

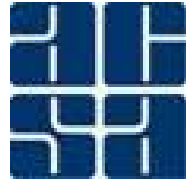
ADDITIONAL INFORMATION: ACSA members or applicants who wish additional information regarding this scholarship or the application process should contact:

Emilie Simmons, Region 3 Consultant
Email: emilie.simmons@aol.com

SPONSORED BY ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS, REGION 3

DEADLINE: Deadline for submission is April 3, 2015.

ACSA Region III



Scholarships

TO: ACSA Region 3 Members
FROM: Brent Cushenbery, President
RE: Region Scholarship Program Guidelines
Budget: \$3,500 (annual budget) for the 2014–2015 School Year
Maximum scholarship per member: \$500

Eligibility Requirements:

- Must be a current State ACSA regular member
- Preference given to requests from active participants in region or state ACSA leadership
- Preference given to requests for ACSA event registration (i.e., academies, Leadership Summit, etc.)
- Only one request may be awarded per member per fiscal year.

Selection Process:

- Applications are accepted on an ongoing basis and as long as budgeted funds are available.
- Completed form is submitted to Region President or President-Elect.
- Region Executive Board reviews and approves (or denies) request at a regular meeting by vote.
- The board takes into consideration: fulfillment of office duties and responsibilities, the number of past scholarships, and other factors when determining awards of scholarships.

Payment eligibility:

- Approved applicant must then submit proof of payment for and completion of approved professional development opportunity.

Brent Cushenbery
Region 3 President
Superintendent, Winters JUSD
909 W. Grant Avenue
Winters, CA 95694
530/795-6100, Fax 530/795-6112
bcushenbery@wintersjUSD.org

Dr. Chris Morris
Region 3 President-Elect
Principal, Discovery High School
3401 Fong Ranch Road
Sacramento, CA 95834
916/928-5200, Fax 916/
cmorris@natomas.k12.ca.us

2014-15 REGION 3 SCHOLARSHIP APPLICATION

Name: _____ Amount Requested: _____

Professional Development Program (include location and date(s): _____

Position: _____ School District: _____

ACSA Region III Charter: _____ E-mail Address: _____

Mailing Address: _____
Street Address City Zip

Work Phone: _____ Home Phone _____

Part II - ACSA INVOLVEMENT

Please describe your past involvement with ACSA and address each of the following:

- How long you have been a member of ACSA?
- Leadership positions you have held at the charter, region or state levels
- Professional development activities in which you have participated

PART III - PROFESSIONAL DEVELOPMENT GOALS

Please describe your reasons for applying for this scholarship and address each of the following:

- What professional development goal(s) does this activity support?
- How does participation in this professional development activity enhance your leadership in this region?
- What will be the next steps in your professional development as a result of participating in this activity?
- Is there any other information you would like to have considered with regard to this application?

ACSA REGION III

2014-15 Nomination Form

Administrator of the Year Award

The Region 3 Administrator of the Year Award nomination period will be open until November 29, 2013. Region 3 will use an initial short form nomination process for the 2013 region awards. A panel of administrators will review and score the nominees. A finalist in each category will be identified by December 6, 2013. A second award winner in each category will be selected and recognized as the Region 3 Silver Star Award winner. The remaining nominees in each category will receive a certificate.

For each finalist, the nominator will be required to submit a completed long-form nomination form to enter the finalist for statewide consideration. The long form is available from State ACSA website, www.acsa.org/awards and is due Feb 3.

To nominate a candidate for the Region 3 Administrator of the Year Award, the following Region 3 2013-14 Nomination Form or a photocopy must be used to submit nominations. *The form must be filled out completely to be considered for the award. Nominations must first be submitted to Region 3 consideration for a regional or state-level ACSA award.*

Criteria: *A nominee for Administrator of the Year must be an active ACSA member who demonstrates exemplary performance related to the criteria.*

Regional selections will be based on the degree to which a nominee meets the following criteria*:

- 1) Promotes the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.*
- 2) Promotes the success of all students by advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.*
- 3) Promotes the success of all students by ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.*
- 4) Promotes the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.*
- 5) Promotes the success of all students by modeling a personal code of ethics and developing professional leadership capacity.*
- 6) Promotes the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.*
- 7) Promotes the success of all students by advocating, nurturing, and sustaining the use of new technology.*
- 8) Participates in ACSA on a state level (also regional and/or council).*

** A nominee for Administrator of the Year in the Classified Manager, Confidential Employee, and Professor of Education categories may be any ACSA member who demonstrates exemplary performance in the following standards:*

- Strong support for the school management team.*
- Exceptional leadership in managing school programs.*
- Commitment to educational quality and student achievement.*
- Commitment to professional growth.*
- Creativity and innovation in dealing with issues and problems facing public education.*

Submit nominations by December 5, 2014, as an e-mail attachment or by regular mail to:

Emilie Simmons, Region 3 Consultant
Email: emilie.simmons@aol.com
4429 Glen Oak Court
Sacramento, CA 95821

Administrator of the Year Nomination Form

Award Category (select one from box at right) _____

Name of Nominee* _____

Current Position/Title _____

School or District _____

Address _____

City _____ Zip _____

Work Telephone _____ Home Telephone _____

Fax _____ E-mail _____

ACSA Member since* _____ (Year)

**Nominee must be a current ACSA member to be eligible for this award.*

Name of Nominator _____

Title _____

School or District _____

Address _____ Region # _____

City _____ Zip _____

Work Telephone _____ Home Telephone _____

E-mail _____

- Superintendent
- Secondary Principal
- Middle Grades Principal
- Elementary Principal
- Central Office Administrator
– County/District
- Secondary Co-Administrator
- Elementary Co-Administrator
- Classified Leader
- Confidential Employee
- Personnel/Human Resources
- Adult Education
- Career Technical Education
- Special Education
- Superintendent/Principal
- Business Services
- Pupil Personnel
- Curriculum and Instruction
- Continuation'/Educational
Options
- Professor of Education
- Retired Administrator

A. NOMINEE'S educational experience (Please select no more than five major activities in each category.)

Positions Held	School Systems/Firms	Dates
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

B. Professional and community memberships, achievements, and awards.

1. _____
2. _____
3. _____
4. _____
5. _____

C. Describe how the candidate meets the criteria for excellence as a candidate for Administrator of the Year in the category selected above. (Please limit the description to this space.)



ACSA Region 3 Event Proposal

Event: _____ Submitted by: _____ Date: _____

Location: _____ Date of Event: _____

<u>Attendees:</u>	Proposed	Actual
ACSA Members	_____	_____
Non-Member	_____	_____
Total Attendees	_____	_____

<u>Expenditures:</u>	Proposed	Actual
Room Rental	_____	_____
Special Set-up	_____	_____
Food	_____	_____
Beverage	_____	_____
Gifts/Awards	_____	_____
Honorarium	_____	_____
Printing	_____	_____
Decorations	_____	_____
Other	_____	_____
Total Expenditures	_____	_____

<u>Offsets:</u>	Proposed	Actual
Fees	_____	_____
Sponsorships	_____	_____
Other	_____	_____
Total Offsets	_____	_____

Total Cost of Event _____

Total Amount in Region 3 Budget _____

Approved by: _____ Date: _____