

**ACSA R5 DUTIES OF REGION LEADERSHIP**

updated 11-5-12

<b>Executive Board Members Region 5</b>									
<b>OFFICE</b>	<b>President</b>	<b>Past President</b>	<b>President Elect</b>	<b>VP Programs</b>	<b>VP Membership Services</b>	<b>VP Leg Actions</b>	<b>VP Finance</b>	<b>State Board</b>	<b>All</b>
DUTIES	Attend President meetings	Awards Committee	Attend President-Elect meetings	Work with VP Membership Services, Council and Committee Representatives to plan programs				Attend Board of Directors Meetings	Announcement of Award Nominations
	Attend Delegate Assembly Meeting		Attend Delegate Assembly Meeting		Attend Delegate Assembly Meeting	Attend Delegate Assembly Meeting		Attend Delegate Assembly Meeting	

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<b>State Committee Representatives</b>						
<b>Co-Administrator</b>	<b>Equity, Achievement and Diversity for Success</b>	<b>Legislative Policy</b>	<b>Retirement</b>	<b>Small School District</b>	<b>Urban Education</b>	<b>ACSA/CAPEA</b>
<ul style="list-style-type: none"> <li>*Assist co-administrators</li> <li>*Promote networking</li> <li>*Increase communication among co-administrators</li> <li>*Provide access to professional development and mentoring experiences</li> <li>*Increase awareness and importance of role</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Recommend practices and policies</li> <li>*Assist in development of in-service education programs</li> <li>* Establish partnership links</li> <li>*Assist board in implementing aspects which address student diversity</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study areas legislation</li> <li>*Solicit sponsorship and sponsor bills that improve conditions in California schools</li> <li>*Study proposed legislation and establish ACSA's position on state and federal legislation</li> <li>*Assist in the ACSA Legislative Platform</li> </ul>	<ul style="list-style-type: none"> <li>*Provide leadership, direction, clarification, and understanding of CST and CalPERS</li> <li>*Investigate and promote legislation</li> <li>*Encourage participation, involvement and service or retired ACSA members</li> </ul>	<ul style="list-style-type: none"> <li>*Advocate small school district issues</li> <li>*Provide info on legislation to Leg Policy Committee</li> <li>*Provide training and information</li> <li>*Facilitate networking between Small School District Council and Small School Districts Assn Executive Committee</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Emphasize the need to improve ed. opportunities</li> <li>*Identify and articulate concerns</li> <li>*Recommend solutions</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Work collaboratively to identify issues and concerns of higher ed and K-12 public education, professional preparation and development, and partnerships among school districts, institutions of higher ed, and professional development providers</li> <li>*Influence and contribute to the education research agenda</li> <li>*Identify issues and make recommendations regarding increasing diversity and membership in the ranks of education administrators and professor of educational administration</li> </ul>

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State Council Representatives							
Curriculum, Instruction and Accountability Leaders	Adult Education	Business Services	Career Technical Education	Classified Educational Leaders	Continuation, Education Options, and Alternative Education	Elementary Education	Human Resources
<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Recommend to the Board practices and policies</li> <li>*Plan, develop and coordinate professional learning programs, electronic media, and publications</li> <li>*Maintain liaison with WASC including nominating WASC commissioners</li> <li>*Review all non-ACSA requests</li> <li>*Maintain liaison with state</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Recommend legislative position to ACSA</li> <li>*Actively enhance and promote adult ed role</li> <li>*Plan and coordinate professional growth opportunities</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Promote membership by school business officials by enhancing the position and skills through workshops and conferences</li> <li>*Maintain liaison with other ACSA committees</li> </ul>	<ul style="list-style-type: none"> <li>*Support and promote high quality programs that prepare Pre-K through adult students</li> </ul>	<ul style="list-style-type: none"> <li>*Represent classified educational leadership</li> <li>*Build awareness of their value as members</li> <li>*Enhance professional growth</li> <li>*Promote membership and encourage participation</li> </ul>	<ul style="list-style-type: none"> <li>*Explore, promote, support, and influence solutions to financial, program, accountability, and leg. issues</li> <li>*Assist in membership recruitment</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Recommend best practices and policies</li> <li>*Serve as a forum</li> <li>*Provide representation and leadership from ACSA to NAESP</li> <li>*Assist in recruitment of elementary and pre-school administrators</li> <li>*Plan and coordinate professional growth opportunities</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*provide leadership, direction, clarification, and understanding in various areas of human resources</li> <li>*Plan, provide, and encourage in-service training</li> <li>*Assist in recruitment of personnel, employer/employee relations, etc.</li> <li>*Promote training and recruitment of individuals of diverse backgrounds</li> <li>*Promote the highest standard of ethical conduct, assist local school administrators, and assure due process</li> </ul>

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<b>State Council Representatives, continued</b>			
<b>Middle Grades Education</b>	<b>Secondary Education</b>	<b>Student Services and Special Education</b>	<b>Superintendency</b>
<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Recommend practices and policies</li> <li>*Strengthen a network for communication among middle grade administrators</li> <li>*Assist in the recruitment of middle grade administrators</li> <li>*Plan, provide, and encourage professional development programs</li> <li>*Assist in the recruitment of middle grades administrators</li> <li>*Encourage interaction and support between ACSA and other organizations</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Make recommendations to ACSA board of Directors</li> <li>*Recommend practices and policies</li> <li>*Recruit secondary administrators</li> <li>*Maintain a liaison between ACSA and other state agencies</li> <li>*Plan and coordinate professional development programs</li> </ul>	<ul style="list-style-type: none"> <li>*Support administrators in the area of special ed, student services, and coordinated youth services</li> <li>*Advocate best practices, policies, and legislation</li> <li>*Improve collaboration and communication between general ed, student services, special ed</li> <li>*Facilitate the development and understanding of current trends and financial issues</li> <li>*Plan and coordinate professional development</li> <li>*Assist in ACSA membership recruitment</li> </ul>	<ul style="list-style-type: none"> <li>*Identify and study issues</li> <li>*Strengthen the network for communication among superintendents</li> <li>* Be proactive in representing the viewpoints and vision on crucial education issues with a view toward influencing policy and practice</li> <li>*Plan strategies and practices</li> <li>*Voice critical need for stable, sound fiancé</li> <li>*Represent superintendents in ACSA’s relations with the Governor’s office, Legislature, and State Superintendent of Public Instruction.</li> <li>*Plan and coordinate professional development</li> <li>*Encourage active participation of superintendents and all other management team members in ACSA</li> <li>*Maintain liaison relation with other state organizations and agencies</li> </ul>