



## 2024 OFFICER CANDIDACY APPLICATION INSTRUCTIONS

Following are guidelines, rules, and requirements for filling out the nomination and application forms. We hope you find the instructions easy to follow and the application easy to fill out.

- 1) Only two offices are available this year: President-Elect and Vice-President. Please check one of the offices at the top of the application.
- 2) If you are nominating someone other than yourself for one of the offices, please state your name and your County Office of Education affiliation in this space. The nominee must still answer all the candidate's questions.
- 3) Please keep answers for each question within 500 words or less. It is recommended that a resume is included with the application.
- 4) By signing the Declaration of Candidacy, you are giving your permission to the nominating committee to distribute your information to the entire membership of CCBE in advance of the general membership annual breakfast meeting held on December 1 in San Francisco when elections take place.
- 5) Candidates will be interviewed by the nominating committee, which will be scheduled for the weekend of September 8-10 in conjunction with the CCBE Annual Conference in Monterey. Before the interview, the nominating committee may vet each candidate, which could include, but is not limited to, an internet search. The interview discussion will be confidential.
- 6) Since we accept applications through email, we request that all applicants send the email version and a hard copy version to ensure nothing gets lost. The deadline to receive nominations and candidate applications is by 5:00 pm July 31, 2023.
- 7) Please submit the application and all of the accompanying materials to the following:

**California County Boards of Education**

c/o Nominating Committee

3251 Beacon Blvd. | West Sacramento, CA 95691

Phone: (916) 669-3316 | Fax: (916) 371-3407

Email: [ccbe@csba.org](mailto:ccbe@csba.org)



## 2024 CCBE OFFICER CANDIDACY APPLICATION

This is an application for the office of: *(Please check one)*

**President-Elect**

**Vice President**

Nominated by: \_\_\_\_\_ COE: \_\_\_\_\_

### CANDIDATE INFORMATION

Candidate name: \_\_\_\_\_

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

Preferred phone: \_\_\_\_\_ Alternate phone: \_\_\_\_\_

Primary email address: \_\_\_\_\_

Secondary email address: \_\_\_\_\_

County office of education: \_\_\_\_\_ Current term ends: \_\_\_\_\_

### CANDIDATE QUESTIONS

*Please keep answers for each question within 500 words or less.*

- 1) Is your COE a current due paying member in good standing with CCBE?  Yes  No
  
- 2) If your COE or CCBE cannot pay travel expenses for you to attend required meetings and/or events, are you willing to pay your expenses if necessary?  Yes  No
  
- 3) Being on the CCBE Executive Committee requires extraordinary amounts of dedication and time, as outlined in the roles and responsibilities document. Assuming you meet those two qualifications, please tell us why you want to be on the CCBE Executive Committee.
  
  
  
  
  
  
  
  
  
  
- 4) Please tell us about your experience as a county district or nonprofit board member. Include years on the board, leadership positions in other organizations, awards, honors, and outstanding accomplishments you achieved in previous roles.

5) In the past, CCBE has been known for its active agenda and long-range goals. Please tell us about your vision for CCBE. Be sure to include a short- and long-term vision, e.g., your vision for CCBE in one year, three years, five years, and ten years.

6) Should you be elected, tell us about your goals and how you plan on achieving those goals during your term.

7) Are there any potential or perceived conflicts of interest if elected?  Yes  No (If "yes," please explain)

### **DECLARATION OF CANDIDACY**

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By filling out this form, I hereby declare my candidacy for the position so named above. I give my permission for all information included in this packet to be submitted directly to CCBE's membership prior to the Annual Meeting on December 1, 2023, in San Francisco.

\_\_\_\_\_  
*Candidate's Signature*

\_\_\_\_\_  
*Date*

**Nomination and application forms are due by 5:00 pm on July 31, 2023.**

**Submit completed application and nomination forms to:** c/o CCBE Nominating Committee

Email: [ccbe@csba.org](mailto:ccbe@csba.org) | Mail: 3251 Beacon Boulevard, West Sacramento, CA 95691