



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

MICHAEL P. FLANAGAN
STATE SUPERINTENDENT

June 7, 2013

MEMORANDUM

TO: State Board of Education

FROM: Michelle Fecteau, NASBE Delegate

SUBJECT: Discussion Regarding National Association of State Boards of Education Bylaws, Public Education Positions, Awards and Nominations for 2014 Board of Directors

State Board of Education members have received an electronic communication from the National Association of State Boards of Education (NASBE) regarding proposed changes to the NASBE Bylaws and Public Education Positions. The Bylaws are included as Attachment A, and the Public Education Policy Positions are included as Attachment B. The delegates will be voting on the proposed changes during the Annual Business meeting on July 30 at the Annual Conference in Arlington, Virginia.

In addition, State Boards of Education have been asked to submit nominations for Board of Directors (Attachment C). Nominations are also being accepted for Awards in the categories of Distinguished Service, Friend of Education, and Policy Leader of the Year (Attachment D). Nominations for the Board of Directors and Awards are due July 5, 2013.

State Boards of Education are encouraged to review and discuss the proposed changes and nominations prior to the NASBE Annual Business meeting.

To: Member States of the National Association of State Boards of Education
From: NASBE Board of Directors

Re: Proposed Bylaw Amendments for Consideration by the Delegates at the Annual Meeting

NASBE's current bylaws authorizes the NASBE Board of Directors to review the bylaws on an "as-needed basis" and propose amendments to the Delegate Assembly at the Annual Meeting, giving states 60 days notice of any such proposed amendments.

More than a year ago, the Board appointed a committee to review our bylaws. After a careful review, and several drafts, the Board presents herewith to the member states an extensive revision of our bylaws which, if adopted, will correct some contradictions and omissions from the current document, remove redundancies, and bring clarity to some provisions. Some of the proposed revisions simply bring our bylaws into alignment with provisions and wording recommended for bylaws by *Robert's Rules of Order*. Other proposed revisions allow for our committees to achieve a quorum via teleconference, as a cost-saving strategy.

There are two documents attached for your consideration:

1) *Proposed Amendments to the Bylaws - Submitted to the Member States by the Board of Directors, May 23, 2013.*

This document shows the proposed amendments, using *italics* to show words to be deleted from the current bylaws, and **bold type** to show words to be added. Proposed changes which are thought to require an explanation are followed by an explanation in parentheses (see next pages).

2) *Proposed Bylaws, as if the Revisions were Adopted by the Delegates at the 2013 Annual Meeting.* Available by on this link: [Bylaws without editing notations.](#)

This document shows the bylaws as if they were adopted as-proposed, and without the deletions and additions shown, which makes it easier to see how the revised bylaws would read if adopted. The italics and bold type and explanatory notes are important to understand what changes are proposed, but they also "clutter-up" the document and make it difficult and tedious to read if one simply wants to see how the revised document would read.

Please study these changes, and instruct your delegates as to how they should vote. During consideration by the Delegate Assembly, a motion will be brought to adopt the revision of the bylaws as-proposed by the Board, in one motion. Any delegate who wishes to have the proposals considered and voted separately, one-by-one, may bring a motion to Consider the Proposal *Seriatim*, and the delegates will then vote on whether to consider the document that way, or adopt it using one motion. Amendments to the proposed amendments will be in-order during consideration, provided that the amendment does not "increase the scope or modification" of the original proposed amendment. (See *Roberts Rules of Order, Newly Revised*, 11th Edition, pages 594-596, "Amending a Proposed Amendment to the Bylaws.")

Questions should be directed to Rob Hovis, NASBE Secretary-Treasurer, who has led the revision effort at the request of the Board. He may be reached at robhovis@embarqmail.com, or by phone at 330-231-4826. Rob also serves as the parliamentarian for NASBE, and is a Registered Parliamentarian with the National Association of Parliamentarians.

The NASBE Board recommends adoption of this revision of our Bylaws, and considers these changes to be in the best interests of our Association.

Proposed Amendments to the Bylaws – Submitted to the Member States by the Board of Directors,
May 23, 2013

Words in italics are proposed to be deleted from the current bylaws. Words in bold are proposed to be added. The formatting of Articles and Sections has been changed to align with the format recommended by *Roberts Rules of Order, Newly Revised*. Proposed changes thought to require an explanation are followed by an explanation in parenthesis. In many cases, wording proposed to be *deleted* repeats information already stated elsewhere in the bylaws, or has been found to be confusing or to make a procedure unnecessarily complicated. In many cases, wording proposed to be **added** simply brings the bylaws into alignment with provisions or wording recommended for bylaws by *Roberts Rules of Order, Newly Revised*.

Bylaws
of the
National Association of State Boards of Education

Article I.
Name

The name of the Association shall be the National Association of State Boards of Education, Inc. **(hereinafter, “NASBE” or “the Association.”)**

Article II.
Purposes

The National Association of State Boards of Education will:

- A. Be a forum for education policy-makers and for those who influence education policy.
- B. Through its adopted processes, synthesize the themes and ideas which describe effective, student-focused education policy into positions of advocacy or into additional organizational beliefs.
- C. Attract and retain staff members who are highly-qualified to support inquiry and analysis in the areas of concern to education policy-makers. NASBE will further provide forums for staff experts to work with members and other invited participants on important education issues.
- D. Examine the issues and themes of education policy and provide information, comment, or advice to members and to states which desire to examine such issues for their states' policy creation. NASBE will provide expertise in how such policy issues will be affected by states' diverse statutory and governance requirements.
- E. Provide a variety of programs and member services that can be used by state boards and state board members to improve their knowledge of education issues or their skills in being an effective board member and education policy-maker.

Article III.
Membership

Section 1. Voting Members. Any state, the District of Columbia, or any territorial board (hereinafter, "state") having jurisdiction over elementary and secondary education may become an equal voting member of the Association upon payment of required dues. In states not having boards of education, the chief state school officer may become a voting member of the Association upon payment by the state or territory of the required dues.

Section 2. Non-Voting Members. Non-voting members of the Association shall receive all information services of the Association as defined by the Board of Directors; may attend and participate in all meetings and conferences of the Association; and shall be eligible, if appointed, to serve as voting members of committees and study groups of the Association, with the exception of the Governmental Affairs Committee and the Public Education Positions Committee, and shall not be voting members of the Association as described in Section 1.

A. Associate Members. Associate members are those individuals who are not state board of education members or executive directors to state boards of education and who pay the required dues. In addition, an association or institution interested in the purposes of this Association may, upon approval of the Board of Directors and payment of dues fixed by the Board, become an associate member.

B. Affiliate Members. The National Association of State Boards of Education recognizes two affiliate members: The National Council of State Board of Education Executives (NCSBEE) and The National Council of State Education Attorneys (NCOSEA.) A state board of education executive whose state board is a dues-paying member of the Association is thereby a member of NCSBEE and an affiliate member of NASBE. A state education attorney who pays dues to NCOSEA, as fixed by the NASBE Board, is thereby a member of NCOSEA and an affiliate member of NASBE.

C. Former State Board Members. Any former member of a state board of education may, upon payment of dues fixed by the Board of Directors, become a member of the Association, **and the Board of Directors may establish a Life Membership for former state board members, and fix the dues thereof.**

D. Honorary Life Members. The Executive Committee of the Board of Directors may confer honorary life membership upon individuals who, by their actions, have demonstrated a high degree of devotion to the purposes of the Association. Association presidents will become honorary life members upon completion of their presidency.

Article IV. Organization

Section 1. The Association is divided into the following areas:

Central - Illinois, Indiana, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, Oklahoma, South Dakota, Wisconsin.

Northeastern - Connecticut, Delaware, District of Columbia, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Puerto Rico, Rhode Island, Vermont, Virgin Islands.

Southern - Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Virginia, West Virginia.

Western - Alaska, American Samoa, Arizona, California, Colorado, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, Northern Marianas Islands, Oregon, Utah, Washington, Wyoming.

Article V. Officers

Section 1. Officers and Duties. The officers of the Association shall be a President, President-elect, Secretary-Treasurer, Immediate Past President, two Area Directors elected by each Area, and two New Member Representatives. The officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Association, **and as directed by the Board and/or the Delegate Assembly**. The President shall preside at the Annual Meeting and at other meetings, shall be chairman of the Board of Directors, shall appoint committees, and may serve as a non-voting member ex-officio of each committee except the Nominations Committee. The President-elect shall assist the President, preside in the President's absence, and succeed to the office of President if that office becomes vacant. The Immediate Past President shall chair the Nominations Committee and assist the President when requested. The

Secretary-Treasurer shall chair the Finance and Audit Committee, and be responsible for the custody and accounting of all assets of the Association.

Section 2. Qualifications. All candidates must submit a letter of support from their state board of education, and **at the time of election to office** may not be in the final year of a term of service on their state board of education. **The Board of Directors may, by a two-thirds vote, set aside this limitation when unusual circumstances occur.** An officer shall be a member of a dues-paying state board of education, except that any person actually assuming the office of President shall be eligible to complete the term as President and Immediate Past President even though his or her state board term has expired, **or the state is no longer a member of the Association.** The Secretary-Treasurer shall likewise be eligible to complete the term even if his or her state board term has expired, **or the state is no longer a member of the Association.** Any person holding office under the above exceptions must maintain **individual** membership in the Association *in one of the Non-Voting membership categories*, **as a Former State Board Member, but this shall not be construed as to deny such an officer the right to vote in board meetings or board committee meetings.** Candidates for President-elect shall have **current or** prior service on the Board of Directors, or have chaired a study group, the Governmental Affairs Committee, **or the Public Education Positions Committee.** **No member may hold more than one NASBE office at a time.**

(Explanation: The Association needs stable leadership. The recent recession caused us to lose some states as members without much warning. State governments may also abruptly change the terms of office for state board members, reduce the number of board members, consolidate districts, etc., all of which can cause a NASBE officer to suddenly, in mid-term, be ineligible to serve. The foregoing changes in this section are recommended to cushion the impact of such events from destabilizing our leadership.)

Section 3. Nomination. The Nominations Committee shall nominate at least one candidate each year for President-elect, at least one candidate each year for Area Director for each Area, and at least one candidate every second year for Secretary-Treasurer. The Nominations Committee shall solicit recommendations for candidates from the membership. Such recommendations must be received at NASBE headquarters at least 48 hours prior to the meeting of the Nominations Committee. Additional nominations for President-elect and Secretary-Treasurer may be made by

written petition signed by voting delegates of at least five states from two or more regions *eligible to vote*. Additional nominations for Area Director may be made by written petition signed by the voting delegates of three or more states from the Area. Such petitions must be received **45 days** prior to the Annual Meeting. If by the time of the Annual Meeting a candidate's withdrawal leaves just one candidate, or no candidate, for an office, then nominations may be made from the floor during the Annual Meeting, **or during the Area Meeting in the case of electing Area Directors.**

Section 4. Election Procedure. A state unable to send a delegate may send a written ballot, **for any or all offices**, by mail **or electronic transmission** to the Association headquarters at least **15 days** before the start of the Annual Meeting, *and after notifying the senior Area Director*. The election of Area Directors shall be at the Area Meeting during the Annual Meeting, by majority vote **of the delegates from that Area and any written ballots submitted under the provisions of this Section, above, following the introduction of the nominated candidate(s) by an incumbent Area Director**. If no candidate receives a majority vote, the election shall be decided by majority vote of the delegates present and voting by secret ballot. The election of President-elect and Secretary-Treasurer shall be **following the report of the Nominations Committee** at the Annual Meeting, by majority vote of the delegates **and any written ballots submitted under the provisions of this Section, above**. If no candidate receives a majority vote, the delegates present and voting shall cast a **second** secret ballot to decide the election. In the event that this second ballot does not result in a majority for any candidate, the Board of Directors, excluding any candidates in the pending election **who may also be members of the Board**, shall decide the election by secret ballot. A New Member Representative shall be elected annually by majority vote of the members attending the New Member Institute.

(Explanation: The NASBE office can notify area directors if/when written ballots are received from states. Requiring the state to notify their area director in addition to sending their ballot creates the potential for confusion over whether to count their ballot if they submit it on time but neglect to notify the area director that they are sending a ballot.)

Section 5. Term of Office. The President-elect shall take office January 1st following election, and serve one year, becoming President January 1st of the following year, and Immediate Past President on the following January 1st, for one year, or until a successor is elected. The Secretary-Treasurer shall take office January 1st following election, and serve two years, or until a successor is elected. Area Directors shall take office January 1st following election and serve two years (with staggered terms,) or until a successor is elected. No person may serve as Area Director more than two consecutive two-year terms. The New Member Representative shall take office January 1st following election, and serve two years (with staggered terms,) or until a successor is elected.

Section 6. Vacancies. When a vacancy occurs in an office, the Board of Directors may appoint a member who meets the eligibility requirements to complete the term for the vacant office, *except that if the vacancy occurs in the office of Area Director before the meeting of the Nominations Committee in the first year of the term, an Area Director shall be elected, through the normal procedure for electing Area Directors, to complete the remainder of the term*. **A President-elect who is so-appointed shall succeed to the offices of President, and Immediate Past President, in the same manner as if he or she had been elected President-elect**. If any officer *other than the President, Immediate Past President, or Secretary-Treasurer*, shall resign from, or be removed from membership on the state board of education, *or if an officer's state shall cease to be a member of the Association*, the office shall be considered vacated, and the vacancy shall be filled as herein provided.

(Explanation: Clarifies what happens if a President-elect has to be appointed by the Board. Simplifies the filling of Area Director vacancies.)

Section 7. Indemnification. Any *director*, officer, employee, agent, or other persons serving at the request of the Association shall be indemnified **by the Association** against civil or administrative litigation expenses, judgments, and amounts paid in settlement of civil or administrative actions against any such person, provided that such person acted in good faith and reasonably believed that such actions were in the best interest of the Association, and provided further that such indemnification and the amount of any settlement paid are approved in advance by the majority of *the quorum* of the Board of Directors, or a court or agency having jurisdiction of the matter. This indemnification shall not include criminal litigation.

(Explanation: Directors *are* officers, and therefore included in the word "officer" in the first sentence. Including the word "director" is therefore redundant.)

Section 8. Executive Director. The Board of Directors shall employ an Executive Director to serve pursuant to contract at such compensation as may be determined by the Board. The Executive Director shall perform such duties as may be determined by the Board of Directors and set forth in the Board's policy and administrative manual. The Executive Director may attend all meetings of the Association, its areas, and its committees and may speak on any subject, but shall have no vote.

(Explanation: The Executive Director is an appointed employee, not an officer of the Association, and therefore the position should not be described in the bylaws, which creates the potential for conflict with what is stated in a separate job description or other employment documents. So this section should be deleted.)

Article VI. Board of Directors

Section 1. Board Composition. The officers of the Association shall constitute the Board of Directors, with the addition of **the presiding officers** of the National Council of State Education Attorneys and the National Council of State Board of Education Executives, who shall be voting members ex-officio of the Board.

Section 2. Duties and Powers. **The Board shall have general supervision of the business and welfare of the Association between Annual Meetings; shall appoint an executive director of the Association to serve at the Board's pleasure, and fix the compensation thereof; shall adopt an annual budget for the Association; and shall in all matters be subject to the directives of the Delegate Assembly at the Annual Meeting.** The Board shall establish the policies and goals of the Association, and may delegate to the Executive Committee, as appropriate.

Section 3. Board Meetings. Meetings of the Board of Directors may be called by the President as the business of the Association may require. The President shall convene the board at the written request of four members of the Board. Written notice of Board meetings and a copy of the agenda shall be given by the Executive Director to the members of the Board. A majority of the members of the Board, not counting vacant seats, shall constitute a quorum, *and the action of a majority of the full board shall be the official action of the Board.* A quorum may be achieved through the use

of teleconference and/or other appropriate technology, **and board members attending by electronic means shall be entitled to debate, vote, and otherwise participate as if they were present.** Two absences by a member of the Board which are not excused by a majority vote of the Board will result in the position being declared vacant.

(Explanation: It is a basic axiom of parliamentary procedure that the action of a majority constitutes the official action of the body, so it is unnecessary to re-state it in the bylaws. *Roberts Rules of Order* recommends the added language regarding attending meetings electronically.)

Article VII. Annual Meeting

Section 1. Time, Place, and Notice. The Annual Meeting of the Association shall be held at a time and place determined by the Board of Directors, with at least 60 days written notice to all members by the *Executive Director* **President**.

Section 2. Delegate Assembly. **The Delegate Assembly shall exercise ultimate authority over the Association, and may delegate powers and duties to the Board of Directors, committees, or particular officers of the Association.** Each dues-paying state shall have one vote, which shall be cast by the voting delegate or alternate **who has been certified by the presiding officer of the state board or by the state board executive, and each of whom delegate or alternate** shall be registered with the Credentials Committee *appointed by the President*. **States unable to send a voting delegate may submit a written ballot to vote on agenda items by mail or electronic transmission to the Association headquarters at least 15 days before the start of the Annual Meeting.** Fifteen **delegates present** *member states* shall constitute a quorum, *and such quorum being present, the action of a majority of the delegates voting shall be the official action of the Association.*

(Explanation: Clarifies the role and certifying of Delegates, and voting at the Annual Meeting. Clarifies that written ballots are counted for the votes for which they were submitted, but are not counted in determining whether a quorum is present -- only actual delegates present count toward a quorum.)

Section 3. Duties of the Delegate Assembly. The Delegate Assembly shall convene at the Annual Meeting and shall elect officers of the Association; receive and act on reports and recommendations from the Board of Directors, officers, committees, the executive director and others; confer honors and recognition to deserving individuals and organizations; and otherwise act to advance the cause of the Association.

Article VIII. Dues

Annual membership dues and method of payment, or any changes thereto, shall be approved by the Board of Directors.

Article IX. Fiscal Year

The fiscal year for the Association shall be January 1 through December 31.

Article X.
Committees

Section 1. General Provisions for Committees. A majority of the members of any committee shall constitute a quorum for that committee. *and the action of a majority of the Committee shall be the official action of the Committee.* A quorum may be achieved through the use of teleconference and/or other appropriate technology, **and members attending by electronic means shall be entitled to debate, vote, and otherwise participate as if they were present.** Except as otherwise noted herein, the terms of members appointed to a committee expire at the end of the fiscal year. When the President determines that a vacancy exists on a committee, the President may appoint an eligible member to fill such vacancy for the remainder of the term.

Section 2. Executive Committee. The Executive Committee shall have four members, namely the President who shall be chairman, the President-elect, the Secretary-Treasurer, and the Immediate Past President. The Executive Committee shall evaluate the Executive Director, perform the routine business of the association and other affairs as delegated by the Board of Directors, and shall report fully to the Board of Directors.

Section 3. Nominations Committee. The Nominations Committee shall have seven members: the Immediate Past President, who shall be chairman and vote only in case of a tie; one representative from each Area, and two members elected at-large by the Delegate Assembly during the Annual Meeting. Each Area representative to the Nominations Committee shall be elected at the Area Meeting during the Annual Meeting, and all members must be current members of a state board of education. Priority for appointment to this committee shall be a past Area Director from each Area. *In the event that there is not available to serve a past area director, the appointee should be a member of the Association who has served either on a committee or a Study Group of the Association.* Each area will also have an alternate, *should the appointee be unable to serve* **who shall be** recommended by the current Area Directors and appointed by the President. The terms of the members are one year, and all members **other than the Immediate Past President** are eligible to serve a maximum of three **consecutive** years.

Section 4. Public Education Positions Committee. The Public Education Positions Committee shall have nine members, **appointed to one year terms**, consisting of the four junior Area Directors, the senior New Member Representative, and four additional members appointed by the President, preferably from each Area. The Chair of the committee shall be appointed by the President from the members of the Committee. No member may serve more than two consecutive terms. **The Committee shall recommend Public Education Positions to the Delegate Assembly for adoption as Positions of the Association.** When a member state's *proposal proposed Position or amendment to a Position* is *accepted adopted* by the Committee **for recommendation to the Delegate Assembly**, the state will be notified within five days. **New proposals proposed Positions and amendments to Positions** which are not *accepted adopted* by the Committee may be **re-submitted by the state** for consideration **by the Delegate Assembly** at the Annual Meeting if presented to Association headquarters not less than 45 days before the Annual Meeting, for distribution to the membership not less than 40 days before the Annual Meeting. *New or amended Public Education Positions not recommended by the Committee and/ or emergency resolutions recommended by the Public Education Positions Committee may be considered at the Annual Business Meeting only by the agreement of the majority of the delegates present and voting.* The

printed Public Education Positions **as adopted by the Committee for recommendation to the Delegate Assembly** may record the dissenting votes by state designation and shall provide a section for written minority statements. *The language of such minority statements shall require the concurrence of five voting delegates recorded as voting "no." The length of such minority statements shall be determined by the Public Education Positions Committee.*

(Explanation: Some provisions which are proposed to be deleted were unclear, or needlessly complex, or anticipate situations which have not, and are not likely to occur. It is the Board's opinion that it is adequate that the bylaws protect the right for minority statements to be included in the report, without making the process for adopting those statements highly complicated. Changing "accepted" to "adopted" eliminates confusion as to whether "accepted" means only that the Committee has received and will *consider* the proposal, versus actually adopting it as a recommended official Position.)

Section 5. Finance and Audit Committee. The Finance and Audit Committee shall have at least four and not more than seven members: the Secretary-Treasurer, who shall be chairman, and additional members appointed to three year terms by the President with Board approval. *Upon assuming office, the NASBE President will appoint with Board approval one member of the Finance and Audit Committee to a three year term such that the Committee will receive one new member each year. **Members may serve no more than two consecutive terms.*** The Committee shall review the financial condition of the Association, its dues structures, budget, investments, and the manner in which staff have managed the *business finances* of the Association. The Committee shall oversee the Association's annual independent audit, shall recommend **to the Board a proposed** budget of the Association for the next fiscal year, **and may make other recommendations to the Delegate Assembly at the Annual Meeting. The Committee shall recommend to the Board of Directors any changes or improvements in the financial management of the Association.**

Section 6. Governmental Affairs Committee. The Governmental Affairs Committee shall be open to any member who wishes to serve on the Committee and has their board approval; however membership will be limited to one person per state. The chair of the Committee will be appointed by *the NASBE Board of Directors* **the President with Board approval**, and must have served previously on the Committee. *It is the role of the Governmental Affairs Committee to provide a forum for discussion of issues that have become the subject of Federal legislation or of importance to a large number of states. The committee's responsibility shall include recommending to the Board of Directors, by at least a two-thirds majority, legislative positions **on Federal legislation, agency regulations, or other policy issues of national scope.** Only those positions that are approved by a two-thirds majority of the Committee will be recommended to the NASBE Board of directors. These positions shall not be inconsistent with the duly adopted NASBE resolutions, missions, and beliefs. The Committee shall also recommend positions compatible with the purposes of the Association on issues for which there are no established policies.*

(Explanation: Removes redundancies in stating the committee's purpose and procedures. Frees the Committee to recommend positions it deems appropriate, letting the Board and/or the Delegate Assembly resolve any inconsistencies with other stated positions of the Association by either rejecting the Committee's recommendation, or by amending the "other position" which is in conflict.)

Section 7. Credentials Committee. The Credentials Committee shall have **at least three but** no more than five members, appointed by the President. The Committee shall register a voting delegate and alternate from each state to vote at the Annual Business Meeting; **shall prepare for the Secretary-Treasurer a final roster of delegates and alternates, by state, prior to the call to order of the Delegate Assembly at the Annual Meeting; and shall resolve, by majority vote, any questions, challenges, or disputes concerning the validity of any delegate or alternate.**

(Explanation: The primary purpose of a Credentials Committee is to prepare the list of voting delegates so that as votes are taken during the business meeting the secretary knows who is eligible to receive a ballot and vote, and the president knows whom to recognize as the spokesperson for a member state when assigning the floor during debate.)

Section 8. Ad Hoc Committees. Ad Hoc Committees may be *designated* **established** by the Board of Directors **as-needed** to further the purposes of the Association. The Board shall determine the function, term, number of members, and budget of each committee and the President shall appoint the members **and the chair. The Board may reserve, at the time the committee is established, the right to ratify the President's appointments.**

Article XI. Amendment of Bylaws

Section 1. Proposed Amendments from the Board. The Board of Directors will review the bylaws of the Association on an "as-needed" basis. In the event the Board should recommend a bylaws *change* **amendment** to the membership, the proposed *change* **amendment(s)** shall be distributed to the Association membership at least 60 days prior to the start of the Annual Meeting.

Section 2. Proposed Amendments from the Membership. In addition to *recommendations for* amendments submitted by the Board of Directors, *the bylaws may also be amended at the annual business meeting by a two-thirds vote of the voting delegates* **proposed amendments may be submitted by any member state board to the Secretary-Treasurer at least 65 days prior to the Annual Meeting, for distribution to the membership at least 60 days prior to the Annual Meeting.**

(Explanation: It is not recommended to permit amending of bylaws with no prior notice to the membership.)

Section 3. **Adoption Requirement. Amendments shall be adopted by at least a two-thirds vote of the Delegate Assembly and any ballots received under the provisions of Section 2 of Article VII, unless the proposed amendment has been further amended during consideration by the Delegate Assembly, in which case the written ballots submitted in advance shall not be counted, and adoption of the amended amendments shall be by a two-thirds vote only of the delegates present.**

(Explanation: *Roberts Rules of Order* allows proposed amendments to bylaws to be further amended during consideration, provided that an amendment to the proposed amendment would not "increase the 'scope' or 'modification'" of the proposed amendment beyond that stated in the 60 day prior notice. An amendment to the proposed amendment can *reduce* the scope or modification of the proposed amendment, but not *increase* it. Thus, only delegates who are actually present will be able to cast an informed vote on whether to adopt a proposed amendment which has been further amended during consideration. States submitting written ballots in advance could not have contemplated the effect of any further amending of the proposed amendment, and so submitted written ballots cannot be counted in the final vote to adopt an *amended* proposed amendment.)

Article XII.
Parliamentary Authority

The procedures at all meetings shall be governed by **the current edition of *Robert's Rules of Order, Newly Revised***, except as modified by these bylaws and any standing rules of the Board of Directors, and/or the Delegate Assembly at the Annual Meeting.

Memorandum

To: NASBE members

From: Public Education Positions Committee

Re: Recommended Changes to NASBE's Public Education Positions

Date: May 30, 2013

The Public Education Committee is reporting all new and amended Public Education Positions recommended by the Committee to the NASBE membership at least 60 days prior to the Annual Business Meeting.

This year's changes are organized into three parts that cover:

- 1) Amendments to the position on Common Standards.** The amendments clarify that the position covers any common standards among states (not just the Common Core) and strengthens the position in its support of state board of education authority to adopt education standards;
- 2) New, amended, and deletion of outdated positions regarding educational technology,** based on recommendations from NASBE's 2012 Study Group on the Role of Technology in Schools and Communities; and
- 3) A new position on Comprehensive School Safety Planning.**

These additions and amendments will be voted on by the Voting Delegates to NASBE's Annual Business Meeting, which will take place in conjunction with the association's Annual Conference at 1:45 pm, July 30, 2013 in Arlington, Virginia.

Questions about the Public Education Positions can be addressed to David Kysilko at NASBE at 800-368-5023, ext. 1111 or davidk@nasbe.org.

The full set of NASBE's Public Education Positions can be found at <http://www.nasbe.org/wp-content/uploads/2013-Public-Education-Positions.pdf>.

Thank you for your attention.

2013 Public Education Positions Committee

Brenda Gullett (AR), Chair

R.L. Hughes (DE)

Jorge Melendez (DE)

Ken Willard (KS)

David Kysilko (NASBE staff to the committee)

PART 1. Changes in the Current Position Regarding Common Standards

2. SCHOOL IMPROVEMENT

D. ~~National~~ Common Standards

NASBE supports the ~~efforts of a national consortium of education organizations, work of~~ states, and territories in ~~its-their~~ efforts to develop high-quality, voluntary common standards for students across ~~the country, multiple states.~~ NASBE holds to the following additional points regarding ~~this-these~~ efforts:

1. The resulting standards must be rigorous, aligned with college- and career-readiness expectations, and internationally benchmarked, ~~and limited to mathematics and English language arts.~~
2. Participation in ~~the~~ common standards efforts must be voluntary on the part of states, with state boards of education being at the heart of an open and inclusive standards adoption process. NASBE strongly opposes efforts to remove state boards of education from the adoption process.
3. ~~The federal government's role in common standards should be limited to funding for research and financial support of consortia of states in their development and implementation of common standards and related assessments.~~
43. The adoption of any common standards by individual states must not be a condition for the receipt of ~~other~~ federal aid.
54. While common standards are an important reform, they are not likely by themselves to result in higher student achievement without concurrent state implementation efforts that include improved teacher development and induction processes, aligned instructional materials and assessments, and robust student intervention systems for those struggling to meet standards.
65. In addition to their potential benefits for teaching and learning, common standards should be encouraged as a catalyst for lowering barriers for teacher certification reciprocity among states. (2009, 2013)

PART 2. Changes and New Positions Related to the Study Group Recommendations from Its Report, *Born in Another Time: Ensuring Educational Technology Meets the Needs of Students Today—and Tomorrow*

6. STUDENTS

T. Digital Citizenship and Digital Literacy

State boards of education should urge their districts and schools to address the critical areas of digital citizenship, digital literacy, and social networking through the creation of appropriate policies and programs. State boards should also ensure that the state education department is prepared to offer resources and guidance for these efforts.

7. PERSONNEL

C. Teachers' Continuing Education and Professional Growth

1. NASBE supports the concepts of teacher development throughout the teacher's career and providing teachers with working conditions and professional growth opportunities that encourage retention. Specific recommendations include:

- States should provide flexibility and incentives to allow teachers and districts to amend the weekly and yearly school calendars to allow time for professional development and collaboration.
- States and districts should provide flexibility and incentives to allow the use of technology to enhance the ability of teachers to collaborate.
- State boards should ensure that educators' mentoring and professional learning experiences include online and virtual learning.
- States should provide incentives and flexibility for districts and teachers to participate in professional learning in the areas of data management, collaboration, blended learning, and the use of technology in the classroom.

E. Teacher Licensure and Certification

NASBE believes that:

1. State boards of education should have authority over teacher licensure and certification, ensuring that these policies are fully integrated with the state education program.
2. Initial approval to teach should be based on completion of an approved teacher education program (or alternative teacher preparation program) and demonstrated knowledge of basic skills, content area, child development, methods of instruction, and classroom management.
3. If emergency or transitional licensure is employed, these staff should receive additional supervision and be required to make continual progress toward for full licensure. Schools should be limited in the proportion of staff with emergency credentials.
4. States should develop proficiency-based approval for teacher education programs. Policies on alternative approaches to certification must represent high standards and expectations in terms of knowledge of subject matter and clinical skills and experience. State boards should study possibilities for increasing reciprocity for certification of school personnel.

5. State boards, in collaboration with licensing boards and program accreditation committees, should ensure that all teachers have fundamental skills and content knowledge to teach students in a 21st century environment and are able to use student data to personalize instruction.

6. State boards and teacher education programs should ensure that teacher candidates, no matter their path to the profession, have robust clinical experiences where technology and online learning are incorporated into the program.

57. Each state should establish a process to examine the background, including any criminal record, of all school personnel to ensure they do not pose a threat to the emotional, psychological, or sexual well-being of the students with whom they work.

F. Educators for Next Generation Learning

The traditional model of education—where educators impart knowledge to students through lecture and students recite memorized facts and solve fundamental math and science problems to illustrate comprehension of the information—is no longer appropriate given the context of today’s digitally based society. The Internet and efficient global communications have fundamentally changed how individuals access information. Today’s generation of students is growing up in an environment where information is available anywhere and anytime on any topic imaginable.

Given this transformation, NASBE believes states-boards of education, in collaboration with the state education agency, state technology officer, and relevant stakeholders, should create a statement, definition, or visionary document defining what a next generation, technologically connected educator looks like within the state. In addition, states should promote the following concepts and policies for Next Generation teaching and learning:

1. Educators must move beyond a focus on basic student learning goals (remembering, understanding, applying) to also embrace upper level skills, which include analyzing, evaluating, and creating and which are exemplified by the Common Core standards. Students should be expected to develop these skills in preparation for life and careers in today’s—and tomorrow’s—world.
2. Educators should work collaboratively to foster reflective teaching practices as they work together to hone lesson plans, exchange insights about students’ strengths and weaknesses, draw from the expertise each brings to the classroom, provide feedback from fellow educators, and ensure that the needs of the students are met.
3. State standards related to technology should go beyond students and teachers to cover administrators, online teaching and online courses, technology coaches, and special needs teachers.
4. Educators need to be given the flexibility to use various forms of technology in the learning environment.
5. State boards of education need to work with higher education institutions and accrediting entities to reexamine teacher preparation programs to ensure that future educators are entering the workforce with 21st century skills and have the ability to transfer those skills to today’s learning environment.

6. State educator licensing boards need to redefine licensure and certification to include the demonstration of 21st century skills and broaden the role of professionals and paraprofessionals in the learning environment.

States and districts need to consistently invest time and resources in developing 21st century skills in their current workforce through intentional, practical professional development that promotes collaboration, reflective practices, and the integration of technology. (2011)

9. TECHNOLOGY

~~NASBE believes that all students must have access to the technological tools they need to achieve high standards, and that educators must master proven instructional tools and strategies. Because the world community is increasingly dependent on technology, it is also imperative that expectations for student achievement include technological skills standards.~~

A. ~~Technology Standards for Students and School Personnel~~

~~NASBE believes that:~~

- ~~1. All students should have the skills necessary to operate computer-based technologies; be able to use technology to locate, manage, and analyze information; be able to use technology to communicate ideas and information; and understand the impact of technology on individuals and society.~~
- ~~2. Teachers and administrators should receive appropriate professional development to enable them to remain abreast of advances in technology.~~
- ~~3. Certification and licensure standards should require that all teachers can effectively use instructional technology. Requirements should be broad enough to allow a wide range of teachers and specialists to teach technological skills;~~
- ~~4. States should negotiate with their neighbors on the cross-state approval of distance learning teachers and of instructional courses and materials.~~

B. ~~Technology and School Systems~~

~~NASBE believes that state boards of education should provide leadership in the following areas:~~

- ~~1. Ensuring that all students have sufficient access to computers and other advanced technological tools and services, including access to the Internet.~~
- ~~2. Establishing statewide infrastructures for affordable telecommunications that will allow educators and students access to information resources and improve communication.~~
- ~~3. Developing incentives for local districts and schools to establish innovative technology learning projects.~~
- ~~4. Development of state technology centers that can:
 - ~~• document the use of technologies in the state's schools;~~
 - ~~• publicize the achievements and elements of successful model projects; and~~
 - ~~• monitor and assess the uses of technology to determine which are the most efficient, effective and capable of replication.~~~~
- ~~5. Working with the Federal Communications Commission (FCC), state Public Utilities Commissions, and others in reshaping interstate and intrastate telecommunications policies and advocating for the interests of the state's schools in telecommunications reforms.~~

A. State Technology Planning

1. States should have an up-to-date strategic technology plan and policy that is reviewed on a pre-determined timeline. State technology plans should provide a vision for how and where technology can change the way educators interact with students to facilitate learning. A robust education technology plan should include everything from instructional practices to teacher preparation and professional development and how technology can support every aspect of the education system. State and district plans should also address the interoperability of devices, software, and data.
2. States should determine the current state of their districts' and schools' capacity to integrate technology in meaningful ways in the classroom including access, broadband, and human capital.
3. States should ensure that every student has adequate access to a computing device and the Internet at school and home, with sufficient human capital in schools to support their effective use. Education technology infrastructure-building is a key aspect of ensuring equity and access in schools and communities moving forward.
4. Access to data, balanced with concerns for privacy, is critical if data systems are going to be effective. States should consider providing segmented access to the data system for stakeholders in ways that still respect student privacy. (2013)

B. e-Learning

NASBE believes that evidence to date convincingly demonstrates that electronically delivered education, when used appropriately, can improve how students learn, can improve what students learn, and can deliver high-quality learning opportunities to all children. State education policymakers should seize the opportunity to take the lead to assure that e-learning is used well and strengthens the education system. To that end, policymakers should develop sound e-learning policy that:

1. Empowers families by offering them new choices among different ways of organizing and delivering learning services.
2. Assures equity by
 - Providing every student access to robust equipment and the Internet at school;
 - Ensuring high-quality educators for all children;
 - Advocating no-cost or low-cost after-school access to e-learning opportunities;
 - Providing advanced coursework for students wishing to move beyond the standard curriculum; and
 - Supplying technologies to assist students with special needs.
3. Delivers quality e-instruction to learners by
 - Promoting **blended and virtual** ~~online~~ courses for high school and postsecondary credit, and the universal availability of virtual schools; and
 - Providing other quality e-learning resources.
4. Protects children through policies that address appropriate student use of the Internet, privacy protection, and advertising in public schools. (See *Any Time, Any Place, Any Path, Any Pace: Taking the Lead on e-Learning Policy*, the report of NASBE's study group on e-Learning: The Future of Education, 2001.)

PART 3. New Position on School Safety Planning

10. HEALTH AND SAFETY

D. Comprehensive School Safety Planning

State boards of education should encourage schools and districts to undertake a comprehensive school safety planning process, using an all-hazards approach. The planning process should include collaboration with community stakeholders and plans should incorporate evidence-based best practices. (2013)

2013 Nominations for Board of Directors

The National Association of State Boards of Education is pleased to announce the call for nominations for the 2014 Board of Directors. As NASBE moves forward as the only organization supporting and representing state boards of education, this is the opportunity for you to be part of your association's leadership by placing your name in nomination to be president-elect, secretary-treasurer, or area director. NASBE also encourages each state board to place the nominations on their respective board agendas.

Importance and Authority of the NASBE Board of Directors

NASBE is a membership-directed association, and the NASBE Board of Directors is its member-elected governing body. The Board establishes the association's priorities and as such plays a key role in ensuring state boards have the resources and support needed to be highly effective, deliberative bodies working on behalf of our students and their families. Board of Directors authorities and responsibilities include:

1. Hiring and evaluating NASBE's Executive Director;
2. Establishing the association's five-year strategic plan;
3. Approving the association's budget;
4. Setting priorities for NASBE's services to state boards (e.g., through conferences, study groups, projects, research, and communications);
5. Serving as the voice of state boards in response to education-related events and issues affecting the nation as a whole; and
6. Communicating the issues and concerns of state boards and individual state board members to the association's staff, enabling NASBE to continually refine and target its services to members.

Serving on the NASBE board of directors is an incredibly important role that benefits your state and other boards across the country, as well as being personally rewarding.

In accordance with the Bylaws:

The election of the President-elect and Secretary-Treasurer is done at the annual business meeting. Balloting for the Area Directors takes place at the annual area meetings. All of these meetings take place during NASBE's annual conference, which this year is being held July 28-30 in Arlington, Virginia. States that are unable to send a delegate to the meeting will be able to vote electronically. Ballots must be received to the national office by **July 15**.

If a nominated candidate withdraws between the close of nominations and/or the business annual meeting, leaving one candidate or no candidate for the position, nominations may be made from the floor.

1. President-elect. The President-elect shall be nominated and voted on by the general membership at the annual business meeting during the annual conference. The President-elect shall become President following his/her term as President-elect.

2. Area Director. The Area Directors shall be elected by majority vote of voting states of the particular area during the area meetings at the annual conference. Area Directors shall serve for two years with staggered terms and may hold the same office for two consecutive terms only.

3. Secretary-Treasurer. The Secretary-Treasurer shall be nominated and voted on by the general membership at the annual business meeting during the annual conference. The Secretary-Treasurer shall take office January 1st following election, and serve two years, or until a successor is qualified. Area Directors shall take office January 1st following election and serve two years (with staggered terms,) or until a successor is qualified.

According to the NASBE Bylaws, to be eligible to serve as an Officer or Area Director, an individual shall be a member of a dues-paying state board of education, except that any person actually assuming the office of president shall be eligible to complete normal terms as president and Immediate Past-President even though that person's state board term may be expired.

All candidates must submit a letter of support from his/her state board of education to be eligible to run for office and may be in the final year of a term of service on their state board of education. In addition, to be eligible to be President-elect, the candidate shall have prior NASBE Board of Director services or have served as a chairperson of a study group, the Public Education Positions Committee, or the Governmental Affairs Committee.

In order to be officially nominated, please send a nominations packet to Kristie Jones at NASBE either by email (kristiej@nasbe.org) or regular mail to NASBE headquarters by **July 15th**. A complete nominations packet should include the following:

- Letter of support from state board of education
- Biographical information on the candidate
- Brief statement asserting candidate's interest in serving (*to include any relevant details about beliefs, experiences, issues of importance*)

Additional Criteria for Office

- Ability to attend monthly conference calls and face-to-face meetings when scheduled
- Ability to attend the annual conference
- States' ability to cover the expenses associated with attending meetings, except those covered by NASBE

Current 2013 Board of Directors

Executive Committee

President- Patrick Guida, Rhode Island
President-elect-Jane Goff, Colorado
Immediate Past President-Gayle Manchin, West Virginia
Secretary/Treasurer-Rob Hovis, Ohio

Area Directors (Michigan is in the Central Area)

Central-Deborah Cain, Ohio & Ken Willard, Kansas
(Deborah Cain's term is expiring; Ken Willard's term expires in one year)
Northeastern-Ilan Plawker, NJ & Steve Pound, Maine
Southern-Mary Sue Murray, Georgia & Brenda Gullett, Arkansas
Western-Barry Mead, Guam & Joel Coleman, Utah

Other Members of the Board

New State Board Member Representatives: R.L. Hughes, Delaware and Serilda Summers-McGee, Oregon

President, National Council of State Education Attorneys (NCOSEA): Kevin Brown, Kentucky
President, National Council of State Board of Education Executives (NCSBEE): Martez Hill, North Carolina

THE NATIONAL ASSOCIATION OF
STATE BOARDS OF EDUCATION

NOMINATION GUIDELINES

for the

2013 DISTINGUISHED SERVICE AWARD

In Recognition of the Paramount Importance of
Leadership to the Quality of American Education
and the Shaping of Its Future

The National Association of State Boards of Education is a private, non-profit organization representing state and territorial boards of education. Our principal objectives include: strengthening state leadership in educational policymaking; promoting excellence in the education of all students; advocating equality of access to educational opportunity; and assuring continued citizen support for public education.

NASBE DISTINGUISHED SERVICE AWARD

Award Information and Entry Procedures

A. Purpose

This Award provides an annual opportunity to recognize the outstanding contributions to education that are made by state board of education members from across the country. It highlights the ongoing dedication of men and women who serve selflessly in the education of our nation's youth.

Three Distinguished Service Awards are presented each year at the Annual Conference to current or recently retired members of state boards representing three different NASBE geographic regions. Members of the National Association of State Boards of Education may nominate for national recognition men or women whose past or current efforts on behalf of education are deemed to be outstanding benefit to the quality of American education and shaping of its future.

B. Nomination Procedure

All NASBE members in good standing are encouraged to submit nominations for review by the Award Selection Committee. Nominations may come from a state board OR from an individual member of that board. The following information on each nominee shall be submitted *prior to* the deadline for acceptance:

- *brief letter of endorsement of nominee by nominator;
- *official nomination form; and
- *completed questions attached to form.

No other materials will be submitted to the Distinguished Service Awards Committee for their review.

C. Award Selection Committee

This committee is appointed annually by the President of NASBE during the first quarter of the calendar year. It shall consist of five NASBE members. The President-elect of NASBE shall serve on the committee as chairman, but shall not vote except in a tie.

D. Eligibility

A nominee for the Distinguished Service Award shall meet **all** of the following criteria:

1. Have exhibited personal and professional dedication to improving American education through specific state and/or national achievements of singular merit.
2. Have exemplified throughout his/her career the finest objective, informed, non-partisan leadership on issues within his/her purview.
3. Have demonstrated successful collaboration with other individuals, organizations or agencies in the field of education for effective, mutually beneficial purposes.
4. Have worked consistently to bring greater benefit to the educational experience of all students through achievements reflective of the principal purposes of the Association.
5. While not a requirement for nomination, service on a National Association for State Boards of Education committee, study group or Board of Directors will be a consideration when choosing Distinguished Service Award winners.

OFFICIAL NOMINATION FORM

NASBE 2013 Distinguished Service Award

I am pleased to nominate the individual listed below for the **NASBE Distinguished Service Award**:

Name of Nominee _____

Home Address _____

Telephone (h) _____ (o) _____ (c) _____

Email address _____

Name of Nominator _____

Title _____

Address _____

Telephone (h) _____ (o) _____

Email address _____

Signature _____ **Date** _____

PLEASE COMPLETE THE FOLLOWING QUESTIONS ON A SEPARATE PIECE OF PAPER AND ATTACH TO THE OFFICIAL NOMINATION FORM. (250 words or less per question)

1. Give a brief description of the nominee's board career.
2. List individual contributions, achievements, or recognitions resulting from membership on the State Board of Education.
3. List any service on a NASBE study group, committee, or on the Board of Directors.
4. Provide a brief description of other achievements to improve education within the state or nation.
5. List specific education policies that have been instituted or influenced through leadership of the nominee.

Return this Official Nomination Form by email and/or mail along with the completed questions and letter of endorsement by **July 5, 2013** to:

Distinguished Service Award Committee
NASBE, c/o Kristie Jones
2121 Crystal Drive, Suite 350
Arlington, VA 22202
Email: kristiej@nasbe.org

Materials that are not at NASBE offices by the closing date cannot be considered by the Award Committee.

THE NATIONAL ASSOCIATION OF
STATE BOARDS OF EDUCATION

NOMINATION FORM

for the

2013 FRIEND OF EDUCATION AWARD

In Recognition of the Paramount Importance of
Leadership to the Quality of American Education
and the Shaping of Its Future

The National Association of State Boards of Education is a private, non-profit organization representing state and territorial boards of education. Our principal objectives include: strengthening state leadership in educational policymaking; promoting excellence in the education of all students; advocating equality of access to educational opportunity; and assuring continued citizen support for public education.

NASBE FRIEND OF EDUCATION AWARD

Award Information and Entry Procedures

A. Purpose

This Award provides an annual opportunity to recognize citizens whose primary work may be outside the realm of education policy and education systems, but whose contributions to education are significant and enduring. It underscores the vital relationship that exists between committed individuals and American education -- a relationship that is continually renewed by the ongoing dedication of the men and women we seek to honor. The award is presented at our Annual Conference.

Members of the National Association of State Boards of Education may nominate for national recognition a person or organization whose past or current efforts on behalf of education and education reform are deemed to be of outstanding benefit to the students in our nation's schools, to the people who work in the field of education, and to the quality of American education overall. *For this award, we seek to consider non-traditional nominees, such as individuals or organizations from the fields of business, the arts, entertainment, or sports.* The purpose of the award and its two-fold goal of recognizing and strengthening the bond between education and business, civic or political organizations should be considered in the nomination process.

B. Nomination Procedure

All NASBE members in good standing are encouraged to submit nominations for review by the Award Selection Committee. Nominations may come from a state board OR from an individual member of that board. The following information on each nominee shall be submitted *prior to* the deadline for acceptance:

- *brief letter of endorsement of nominee by nominator;
- *official nomination form; and
- *completed questions attached to form.

No other materials will be submitted to the Friend of Education Committee for their review.

C. Award Selection Committee

This committee is appointed annually by the President of NASBE during the first quarter of the calendar year. It shall consist of five NASBE members. The President-elect of NASBE shall serve on the committee as chairman, but will only vote in case of a tie.

Eligibility

A nominee for the Friend of Education Award shall meet **all** of the following criteria:

1. Have exhibited personal and professional dedication to improving American education through specific state and/or national achievements of singular merit within the past three years.
2. Have demonstrated successful collaboration with other individuals, organizations or agencies in the field of education for effective, mutually beneficial purposes.
3. Have worked consistently to bring greater benefit to the educational experience of all students through achievements reflective of the principal purposes of the Association.

OFFICIAL NOMINATION FORM
NASBE Friend of Education Award

I am pleased to nominate the individual listed below for the **NASBE Friend of Education Award**:

Name of Nominee _____

Home Address _____

Telephone (h) _____ (o) _____ (c) _____

Email address _____

Name of Nominator _____

Title _____

Address _____

Telephone (h) _____ (o) _____

Email address _____

Signature _____ **Date** _____

PLEASE COMPLETE THE FOLLOWING QUESTIONS ON A SEPARATE PIECE OF PAPER AND ATTACH TO THE OFFICIAL NOMINATION FORM. (250 words or less per question)

1. Give a brief description of the nominee's professional career (employed/volunteer) and experience, including current activities.
2. List other civic and community work, achievements, recognitions, etc.
3. Provide a brief description of the nominee's state and/or national programs or other endeavors to improve, benefit and support American education *within the last three years*.
4. Describe how the nominee's ability to work effectively and reach specific goals in collaboration with other individuals, organizations or agencies has benefitted his/her work on behalf of education.
5. List specific education programs and/or policies that have been instituted or influenced through the leadership and commitment of the nominee.

Return this Official Nomination Form by email or mail along with the completed questions and letter of endorsement by **July 5, 2013** to:

Friend of Education Award Committee
C/O Kristie Jones
NASBE
2121 Crystal Drive, Suite 350
Arlington, VA 22202

Materials that are not at NASBE offices by the closing date cannot be considered by the Award Committee.

THE NATIONAL ASSOCIATION OF
STATE BOARDS OF EDUCATION

NOMINATION FORM

for the

**2013 POLICY LEADER OF THE YEAR
AWARD**

In Recognition of the Paramount Importance of
Leadership to the Quality of American Education
and the Shaping of Its Future

The National Association of State Boards of Education is a private, non-profit organization representing state and territorial boards of education. Our principal objectives include: strengthening state leadership in educational policymaking; promoting excellence in the education of all students; advocating equality of access to educational opportunity; and assuring continued citizen support for public education.

NASBE POLICY LEADER OF THE YEAR AWARD

Award Information and Entry Procedures

A. Purpose

This Award provides an annual opportunity to recognize the contributions to education made by **national or state policymakers and education leaders**. It underscores the vital role that creative, committed and enduring leadership plays in improving and sustaining our education system.

Members of the National Association of State Boards of Education may nominate for national recognition a man or woman whose past or current efforts on behalf of education and education reform are deemed to be of outstanding benefit to the quality of American education and shaping of its future. *For this award, we seek to consider nominees (other than members of state boards of education) who have specifically had an impact on education policy and the education system, either in their role as national policymakers and administrators or as citizens who have contributed to the improvement of education through venues such as national commissions, task forces, or other significant boards and organizations.* The purpose of the award and its goal of recognizing the importance of leadership in educational improvement and innovation should be considered in the nomination process. The Policy Leader of the Year Award is presented at our Annual Conference.

B. Nomination Procedure

All NASBE members in good standing are encouraged to submit nominations for review by the Award Selection Committee. Nominations may come from a state board OR from an individual member of that board. The following information on each nominee shall be submitted *prior to* the deadline for acceptance:

- *brief letter of endorsement of nominee by nominator;
- *official nomination form; and
- *completed questions attached to form.

No other materials will be submitted to the Policy Leader of the Year Awards Committee for their review.

C. Award Selection Committee

The winner of this award will be chosen by the current Board of Directors.

Eligibility

A nominee for the Policy Leader of the Year Award shall meet **all** of the following criteria:

1. Have exhibited personal and professional dedication to improving American education through specific national achievements of singular merit within the past three years.
2. Have exemplified throughout his/her career the finest objective, informed, non-partisan leadership on issues within his/her purview.
3. Have demonstrated successful collaboration with other individuals, organizations or agencies in the field of education for effective, mutually beneficial purposes.
4. Have worked consistently to bring greater benefit to the educational experience of all students through achievements reflective of the principal purposes of the Association.

OFFICIAL NOMINATION FORM
NASBE 2013 Policy Leader of the Year Award

I am pleased to nominate the individual listed below for the **NASBE Policy Leader of the Year Award**:

Name of Nominee _____

Home Address _____

Telephone (h) _____ (c) _____ Email address _____

Name of Nominator _____

Title _____

Address _____

Telephone (h) _____ (o) _____ Email address _____

Signature _____ Date _____

PLEASE COMPLETE THE FOLLOWING QUESTIONS ON A SEPARATE PIECE OF PAPER AND ATTACH TO THE OFFICIAL NOMINATION FORM. (250 words or less per question)

1. Give a brief description of the nominee's professional career (employed/volunteer experience including current activities). *Resume may also be enclosed.*
2. List other civic and community work, achievements, recognitions, etc.
3. Provide a brief description of national achievements to improve American education *within the last three years.*
4. Describe the nominee's ability to work effectively and reach specific goals in collaboration with other individuals, organizations, or agencies.
5. Provide examples of the nominee's achievements in non-partisan, objective and informal leadership for public education.
6. List specific education policies that have been instituted or influenced through leadership of the nominee.

Return this Official Nomination Form by email or mail with the completed questions and letter of endorsement by **July 5, 2013** to:

Policy Leader of the Year Committee
NASBE, c/o Kristie Jones
2121 Crystal Drive, Suite 350
Arlington, VA 22202

Materials that are not at NASBE offices by the closing date cannot be considered by the Award Committee.