

**ACSA Region 2 Delegate Assembly**  
**Friday, September 16, 2011, Sutter COE Board Room, Yuba City**

**Meeting Summary**

**PRESENT:**

**Butte Charter:** Judy Bennett

**CSY Charter:** Bill Cornelius, Randy Page, Judy Rossi, Chuck Whitecotton, Ben Moss

**El Dorado Charter:** Darrien Johnson, Dave Scroggins, Sean Martin

**Nevada Charter:** Scott Lay, Marianne Cartan, Mark Rodriguez

**Placer Charter:** Kevin Brown, Bob Noyes, Sherry Mauser, Marty Flowers, Denny Rush, Judy McCoy, Linda Rooney,

**Plumas Charter:** Kristy Warren, Tori Willits

**RL&M Charter:** Ron Feist, Rick Light\*, Georgianna Light\*, Frank Chapman

\*Also represent Butte Charter.

**Guests:** Laura Preston and Sal Villasenor, Legislative Advocates, state ACSA

Approved January 20, 2012

**1.0 Call to Order**

**1.1 Welcome**

David Swart, Region 2 President, welcomed attendees. He thanked Bill Cornelius and the Sutter COE for hosting our meeting. He announced today's speakers, Laura Preston and Sal Villasenor from state ACSA.

**1.2 Introduction**

Those attending the meeting introduced themselves.

**1.3 Additions to the Agenda**

David announced he had received a letter from Frank Chapman, RL&M Charter, asking the Executive Board to address the non-renewal of the consultant contract for 2011-12. He reiterated that the decision was made as a budgetary matter only. He addressed the procedural error made and assured members that procedures were followed and discussion will be addressed under Item 2.2.2, Approve 2011-12 Budget.

**MOTION:** Motion to approve the addition to the agenda by Judy Rossi, CSY Charter, second by Kevin Brown, Placer Charter. Motion approved.

**1.4 Housekeeping**

**1.4.1 Expense forms, Sign-in Sheet Reminder**

David announced that expense forms were available and to be sure to sign in on the sign-in sheet to be sure your charter gets credit for representation at the meeting.

**2.0 Action Items**

**2.1 Approve Minutes from June 16-17, 2011 Meeting**

Members reviewed the minutes.

**MOTION:** Motion to approve the minutes as submitted by Denny Rush, Placer Charter, second by Scott Lay, Nevada Charter. Motion approved.

**2.2 Treasurer's Report**

**2.2.1 End of Year Report**

Kevin Brown, Interim Treasurer, reviewed the history of our budget process this year. At the June meeting members were provided sheet of cost cutting recommendations developed by the Executive Board. They reviewed the recommendations and were asked to take them back to their charters for further discussion to be voted upon at the September meeting. Copies of those recommendations were in today's Financial Packet and members were asked to review them again. He reviewed a detailed Income and Expense Statement for the 2010-11 budget year. The final report for that year revealed we had deficit spend \$20,000. Kevin reminded attendees of the decision of those attending the June Leadership to have the board take the necessary cuts to balance the budget and bring a 2011-12 budget to the September meeting for approval. Frank Chapman expressed the concerns of the RL&M Charter that they would have liked to have had the opportunity to further discuss the cuts, specifically could we have cut other areas in order to continue the consultant position.

### **2.2.2 Approve 2011-12 Budget**

Kevin presented the proposed 2011-12 Budget balanced with the recommended cuts.

**MOTION:** Motion by Judy Rossi, CSY Charter, to approve the 2011-12 budget as presented and adjust the wording of the Standing Rules to allow charters to request a hardship waiver on the number of reps required to attend a Delegate Assembly for the charter to receive financial credit. Discussion. Frank Chapman asked members to consider changing the Leadership Conference to a one-day event at a less expensive venue and to revisit the need/cost of a consultant when we begin planning the 2012-13 budget and ways we can pay for a consultant, if the membership feels we need one. Second by Scott Lay, Nevada Charter. Motion approved.

David Swart told attendees we recently learned of a possible alternate location run by the Sutter COE that would be much less expensive. We are committed for 2012 at Harrah's, but will look at alternative locations for the 2013 Leadership Conference

## **3.0 Consent Items**

### **3.1 Leadership Conference Expenditure Report**

Kevin Brown referred attendees to the recap of expenses for the Leadership Conferences from 2008-2011 for review. We significantly reduced costs in 2011.

### **3.2 Award Peer Scholarships**

David reported that the Executive Board reviewed the four scholarship applicants and selected Julian Diaz and Shar Johns. Note: it was discovered after the meeting that Shar had received a scholarship last year and scholarship was awarded to Rusty Gordon, who had never received a region scholarship.

### **3.3 Appointment(s) of Council/Committee Members**

#### **3.3.1 Curriculum, Instruction & Assessment Council**

David reported that the Executive Board reviewed the applicants for this council and recommend Roxanne Gilpatric. Decision was based on the applicant's qualifications and state criteria to serve on this council.

**MOTION:** Motion by Linda Rooney, Placer Charter, to approve the consent items as presented, second by Dave Scroggins, El Dorado Charter. Motion approved.

## **4.0 Guest Speaker – Laura Preston – Legislative/Budget Update**

Laura Preston and Sal Villasenor presented on the 2011 Budget, Legislative and Pension Update.

## **5.0 Discussion Items**

### **5.1 Administrator of the Year Program**

Darrien Johnson reminded everyone that it was time to start thinking about nominations for Administrator of the Year categories. In Region 2 the Past President hosts a meeting of the charter presidents to review nominations and select those to be recognized at our Region 2 Gala and those to be forwarded to the state for statewide competition. She has selected January 6 at Rocklin USD as the meeting date. She reviewed the process from the charter to the state. Linda Rooney explained the process after the nominations reach the state review committee. Bob Noyes, who will chair this year's state review committee, told attendees that some regions now hold a training session for charter presidents on how to prepare a nomination form as the competition is very competitive. The state ACSA website has extensive materials on how to prepare and write nominations. Darrien stressed the importance of preparing complete and competitive nomination packet. We will recognize all those nominated to the region at our annual Gala.

**5.2 Update Region 2 Sam LaCara AOY Award**

Darrien clarified the decision to change this award to the Sam LaCara AOY Award and asked those who knew Sam to send characteristics they feel exemplify Sam to Darrien ASAP so she can prepare a new Region 2 AOY form and include these characteristics. The state is also planning to develop an award in Sam's honor. Once we develop our region criteria we need to forward to Bob Noyes and Judy Rossi to pursue at the state level.

**5.3 Discuss activities planned in Region to increase membership**

David asked each charter what they might be doing to increase membership. El Dorado has an Oktoberfest where they encourage existing members to bring at least two non-members to learn about ACSA. Placer is holding Administrator Forums once a month with good speakers to encourage people to join.

**5.4 Ideas for how the Region can support attendance at the Summit**

Judy Rossi stressed the importance of our region members attending the State Summit as we will have an Every Student Succeeding being recognized and three administrators in state AOY categories being honored.

**5.5 Plans for Executive Board Members to visit Charters**

David told members that he personally plans to attend at least one meeting in each charter this year. If he is unable to attend then another board member will attend. He has already attended events in three charters.

**5.6 Opportunity for interested Region 2 state-ACSA member to attend state meeting at region expense**

David announced that if a member of our region governance would like to attend a state Delegate Assembly and board meeting as region expense, please contact Judy Rossi.

**6.0 Reports**

**6.1 Region 2 Handbook**

Judy Bennett reported the handbook is complete for 2011-12 and is posted on the region website for download. We will not be printing and mailing the handbook this year to cut costs.

**6.2 Region 2 Newsletter**

Judy Bennett reported the Region 2 Newsletter is complete for Fall 2011 and is posted on the region website for download. We will not be printing and mailing the handbook this year to cut costs.

**6.3 Women's Leadership Network**

David announced that Nancy Lynch has been appointed as our region's representative. They have an event coming up on September 29 at CalSTRS and all ACSA members are invited (male or female).

**6.4 Region 2 Mentor Program**

Activity in this program has slowed down and we haven't added any new mentor/mentee assignments. Judy Rossi feels people are networking within their communities due to the time

and budget constraints everyone is facing. Bill Cornelius encouraged those attending today to reach out to new administrators in their charters, as they may be too buried to ask for help. Linda suggested creating forums for new administrators at a region level.

**6.5 Member Services Report**

Lillie Campbell had a conflict and was unable to attend today. Jim Scribner is our new Membership Committee rep and was unable to attend today due to an emergency in his district. David reported for them that our region membership is at 655 and we are holding our own. We are down 568 members from a year ago statewide, but have added 92 retired members.

**6.6 Council and Committee Reports**

Ron Feist submitted a report on the most recent Retirement Committee meeting and Judy will post it on the website. Other Council/Committee Reports should be sent to Judy for posting (or a link to the report if it is posted on the state's website.)

David told members the Executive Board has developed a list of those officers who will be assuming responsibility for the consultant duties and will get this information out to charter presidents.

**7.0 Adjourned at 1:25 p.m.**