

---

## **Fwd: Local Delegate to MSBA Annual Delegate Assembly**

---

**From:** MSMA <[MSMA@msmaweb.com](mailto:MSMA@msmaweb.com)>

**Date:** September 8, 2014 at 10:57:19 AM EDT

**To:** Undisclosed recipients.;

**Subject:** Local Delegate to MSBA Annual Delegate Assembly

MAINE SCHOOL BOARDS ASSOCIATION

**49 Community Drive**

**Augusta, Maine 04330**

**Telephone: (207) 622-3473      Fax: (207) 626-  
2968**

**TO:** School Board Chairs, Superintendents of Schools, and Vocational Directors

**FROM:** Cornelia L. Brown, Ph.D., Executive Director

**DATE:** September 8, 2014

**RE:** Local Delegate to MSBA Annual Delegate Assembly

---

The Constitution of the Maine School Boards Association provides that each Active Regular Member Board of MSBA and each Vocational Region Associate Member

Board is entitled to elect a voting delegate to participate in the Association's Annual Delegate Assembly. Attached is a copy of the Purpose of the MSBA Delegate Assembly. Since the Delegate Assembly is responsible for proposed Constitution and Bylaws changes, reviews dues set by the MSBA Board of Directors, and considers resolutions of the Association, your election of a local delegate is strongly encouraged. This year's Delegate Assembly is scheduled for 2:00 p.m., (preview at 1:05 p.m.) Thursday, October 23, the first day of the MSMA Annual Fall Conference.

Please elect your delegate as well as an alternate should your Board's delegate be unable to be present. **Return the attached form listing the delegate and alternate to MSMA by October 10, 2014. Submission of your delegate's name does not automatically register him/her for the Fall Conference. Therefore, please be sure to register your delegate for the Fall Conference through your superintendent's office on the appropriate form.**

Confirmation of registered delegates will be emailed to Superintendents and Delegates by October 17, 2014.

Superintendents with more than one school board are asked to reproduce the attached form for each of their boards. Thank you!

## Attachments

Debra Swift  
Maine School Management Association  
49 Community Drive  
Augusta, ME 04330  
Phone [207-622-3473](tel:207-622-3473)  
Fax [207-626-2968](tel:207-626-2968)  
[www.msmaweb.com](http://www.msmaweb.com)

IMPORTANT/CONFIDENTIAL: This e-mail message (and any attachments accompanying it) may contain confidential information, including information protected by client privilege. The information is intended only for the use of the intended recipients(s). Delivery of this message to anyone other than the intended recipient(s) is not intended to waive any privilege or otherwise detract from the confidentiality of the message. If you are not the intended recipient, or if this message has been addressed to you in error, do not read, disclose, reproduce, distribute, disseminate or otherwise use this transmission, rather, please promptly notify the sender by reply e-mail, and then destroy all copies of the message and its attachments, if any.

---

## 2 attachments

 **f-DelCert.doc**  
24K

 **Purpose.doc**  
25K

**CERTIFICATION OF SCHOOL BOARD REPRESENTATIVE**

**TO THE DELEGATE ASSEMBLY OF THE**

**MAINE SCHOOL BOARDS ASSOCIATION**

**49 Community Drive**

**Augusta, Maine 04330**

**Fax: 626-2968**

Name of School Board \_\_\_\_\_

Signed \_\_\_\_\_  
(Chair or Superintendent of Schools)

\_\_\_\_\_  
Telephone Number in case of questions

Name of Representative \_\_\_\_\_  
(Please Print)

\_\_\_\_\_  
**Email address for Delegate Confirmation mailing**

Address \_\_\_\_\_  
\_\_\_\_\_

Name of Alternate \_\_\_\_\_  
(Please Print)

Address \_\_\_\_\_  
\_\_\_\_\_

Meeting Date Voted to be Delegate \_\_\_\_\_

**NOTE: The Delegate Assembly will be held at 2:00 p.m. (preview at 1:05 p.m.) on Thursday, October 23, 2014, at the Augusta Civic Center. Please complete and email to Debbie Swift [dswift@msmaweb.com](mailto:dswift@msmaweb.com) or fax to the above address by October 10, 2014. Submission of your delegate's name does not automatically register him/her for the Fall Conference. Therefore, please be sure to register your delegate for the Fall Conference through your Superintendent's office.**

## Purpose of the MSBA Delegate Assembly

Governance and policy decisions affecting MSBA are dealt with at the Delegate Assembly. The importance of each School Board being represented at the Delegate Assembly cannot be overstated. The following information about the Delegate Assembly is to inform your School Board of the importance of electing a delegate.

According to Article VIII of the Constitution, the Delegate Assembly is the policy making body of the Association. The Delegate Assembly has four specific powers.

1. It adopts resolutions that express the beliefs and purposes of the Association.
2. It transacts such other business as presented to it prior to the opening of the Delegate Assembly by any delegation or the Executive Board of Directors.
3. It elects the Officers and Executive Board of Directors.
4. It may adopt amendments to the Constitution.

According to Article V of the Constitution, the Association is governed by the Executive Board of Directors. The Board is comprised of Regional Directors and At-Large Directors.

The Delegate Assembly consists of one voting delegate for each member district. In order to be an official delegate the member School Board must report the name of the elected delegate and alternate prior to the Assembly. (See Delegate Form for actual date.)

The resolutions adopted at the Delegate Assembly are an expression of the Assembly's views regarding various issues. The body of resolutions adopted by the Assembly defines the Association's position on various legislative proposals.

As the Officers and Board of Directors approach any legislative session, it is crucial that they represent the Association's members. Make your local Board's voice heard and send a delegate to the MSBA Delegate Assembly held during the MSMA Annual Fall Conference on October 23, 2014.