March 10, 2017

Dear School Committee Members and Superintendents:

Every year at this time we send you a packet of very important material relating to election of officers of the Association, MASC award nominations, volunteers to serve on MASC Committees, and resolutions for our Delegate Assembly in November. This is your chance to offer a nomination, propose a resolution, volunteer to serve, or run for an MASC office. You may duplicate these forms if you wish to make multiple nominations in any category.

Enclosed are the following items:

- Official Notice of the 2017 Delegate Assembly which will be held on November 1, 2017 in Hyannis and the Appointment Form for the Official Delegate and Alternate appointed by your School Committee to represent you.
- A Nomination Form for Election to a position as an officer of MASC. Also included are instructions with information and procedures for the nomination and election process.
- An official Resolutions Form on which your School Committee may propose resolutions and by-law changes for the 2017 Delegate Assembly. Also included is an information sheet with instructions.
- A set of instructions, criteria, and Nomination Forms for Life Membership, Lifetime Achievement Recognition, and the 2017 All-State School Committee.
- Nominations forms for Friend of Public Education, Community Leader, Outstanding School Partner and Past Presidents Scholarship awards.
- A form for you to identify MASC Committees on which you would like to serve in the year ahead. If you are currently serving on an MASC Committee and wish to continue serving on that committee, please indicate your wish to continue to do so on the committee request form included in this packet.

Please note that there are firm deadlines for submission of each form by mail or fax:

- Past Presidents Scholarship nominations must be returned to MASC by April 21, 2017.
- Subcommittee Preference Forms must be returned to MASC by June 1, 2017.
- Candidates for MASC office must have forms submitted by June 1st for consideration by the Nominating Committee.
- Nominations for Friend of Public Education, Community Leader, and Outstanding School Partner must be submitted by June 1, 2017.
- Resolutions and by-law changes must be submitted by July 1, 2017.
- Nominations for Life Membership, Lifetime Achievement, and All-State School Committee are due by July 1, 2017.
- Joint Conference Delegates must be appointed and MASC notified by October 20, 2017.

If we can help you in any way, please contact us here at MASC. We welcome your participation and involvement and look forward to working with you during the year.

Yours truly,

R. Patrick Murphy, President
pmcape@gmail.com
First Notice

In order for your school committee to have a vote at the annual business meeting of the Massachusetts Association of School Committees, it is necessary that an official delegate be designated in pursuance of Article IX, Sec. 6 of the By-Laws, as follows:

All members of the Association, and all members of school committees which are active members of the Association, may attend and speak at any meeting of the Association. Only active members shall be entitled to vote on the election of officers or on any other matter as to which members of the Association shall have the right to vote and each active member shall have one vote. No later than seven days prior to each meeting of the Association each active member shall, by written notice to the Executive Director, designate one of its members as its voting delegate and may by such notice designate one of its members as its alternate voting delegate. All ballots and other votes cast by an active member at any meeting of the Association shall be cast by and only by its voting delegate or if the delegate be absent, by its alternate voting delegate if one shall have been designated.

Please Note:

- An official delegate is only that delegate whose school committee has complied with annual dues regulations as spelled out in Article IV of the MASC By-Laws.
- Deadline for receipt of delegate forms by the Executive Director for the 2017 annual meeting is October 20, 2017.

Official Delegate Form

For the school committee of ________________________________

The official voting delegate is: ________________________________

The alternate voting delegate is: ________________________________

Signed ____________________________________________________

Note: In order to register for the annual business meeting, delegates must send in this form in addition to the conference registration form.