



March 23, 2011

To: Members of California Head Start Association

From: Kay Wernert, President CHSA

Re: CHSA Board Election Process

I am writing to notify you of the upcoming CHSA board selection process, which is fast coming upon us. I encourage you and members of your cluster to please give this serious consideration. A strong California Head Start Association gives us a unified voice both in California and nationally to initiate and respond to issues and actions that are important to each of us in our local programs and communities. Head Start's success locally depends in part on strong, committed association leadership.

According to CHSA by-laws, board officers are elected in even-numbered years and board representatives are elected in odd-numbered years. The board representative positions coming up for appointment this year are:

- Nine (9) Cluster Representatives
- One (1) Tribal Head Start Representative
- One (1) Migrant Head Start Representative
- Three (3) Head Start Agency Staff Members
- Three (3) Head Start Agency Parents
- Two (2) Friends of Head Start

Per CHSA's by-laws, recommendation for candidates for these positions must be sent to the CHSA President by **May 1, 2011**.

I am attaching a document recently approved by the CHSA board, outlining the roles and responsibilities of board members. To be clear, the CHSA by-laws specify that "The representative (and alternate) put forth by the cluster

must be an executive director, director, administrator or other person with authority over HS program operations.”

Based on this, I am asking that your Cluster send the name of your duly selected representative and alternate to CHSA by May 1st. Please direct this information to elections@caheadstart.org. If your cluster has a meeting scheduled after this date and you need an extension in order to make your selection please contact me with the proposed date of selection.

We are also asking your help in filling the non-Cluster board positions. Please see the attached list for candidate requirements for each of the listed positions and the names of current members in those positions. If an agency is recommending a parent or staff representative to the Board, CHSA is making the assumption that the individual or your agency will be able to support the travel expenses to the four Board Meetings each year.

If you have questions about this process, please contact Rick at the CHSA office (rick@caheadstart.org) or me at kay@marinheadstart.org.

Thank you for your prompt attention to this.

CALIFORNIA HEAD START ASSOCIATION -- BOARD OF DIRECTORS

Cluster Representative

Cluster Number _____

Selected Cluster Rep (1)

Name: _____

Agency Name: _____

Address: _____

Phone: _____

E-mail address _____

Selected Cluster Non-voting Alternate (optional but recommended) (1)

Name: _____

Agency Name: _____

Address: _____

Phone: _____

E-mail address _____

Nominations for consideration for staff, parent or friend position.

For these positions the Executive Committee will make a recommendation to the Board among those nominated for their approval (see requirements attached)

Nominee Staff Parent Friend

Name: _____

Agency Name: _____

Address: _____

Phone: _____

E-mail address _____

Nominee Staff Parent Friend

Name: _____

Agency Name: _____

Address: _____

Phone: _____

E-mail address _____

(Use extra sheet as needed for more nominees)

CLUSTER REPRESENTATIVES — Cluster Representatives will be elected from Head Start or Early Head Start grantees and delegates by each CHSA-designated geographic cluster and must come from a program/agency that is an agency member or the nominee must be an individual member. Each cluster will elect its nominee for the Cluster Representative and will notify the President of its nominee by May 1st of the odd-numbered years. If a cluster does not select a representative by May 1st of the odd-numbered years, the President may make recommendations regarding appointments to the Board for Cluster Representative slots at the July Board meeting. At that meeting, the Board of Directors will take formal action on the clusters' selections or the President's recommendations for inclusion of Cluster Representatives on the Board of Directors. Each Cluster Representative may have an identified alternate to support cluster representation at Board meetings, who can attend open session meetings, but shall have voting rights only in the absence of his or her Cluster Representative.

HEAD START AGENCY STAFF MEMBERS (3 members)— Any Agency Member employee, other than Agency Directors, Executive Directors, or Chief Executive Officers, shall be nominated by his or her cluster (using applicable cluster procedures) or by an Individual or Agency Member representative of the Corporation. Such nominations shall be submitted to the President by May 1st of the odd-numbered years. The President will then review the nominations and make recommendations regarding appointments to the Board for Head Start Agency Staff Member slots at the July Board meeting. At that meeting, the Board of Directors will take formal action on the President's recommendations for election of Head Start Agency Staff Members on the Board of Directors.

HEAD START AGENCY PARENTS (3 members) — Any parent of a child that is enrolled in a Head Start program run by an Agency Member shall be nominated by such Agency Member's representative or by Individual Members of the Corporation. Such nominations shall be submitted to the President by May 1st of the odd-numbered years. Head Start Agency Parent representatives must have a child enrolled in Head Start at the time they will begin their term on the Board of Directors. After receiving nominations by May 1st of the odd-numbered years, the President will then review the nominations and make recommendations regarding election to the Board for Head Start Agency Parent slots at the July Board meeting. At that meeting, the Board of Directors will take formal action on the President's recommendations for election of Head Start Agency Parents on the Board of Directors.

FRIENDS OF HEAD START — (2 members) Any interested individual who has a strong commitment to the mission of the Corporation and who is not affiliated with any Head Start or Early Head Start Member Agency shall be nominated by Agency or Individual Member representatives of the Corporation to the President by May 1st of the odd-numbered years. The President will then review the nominations and make recommendations regarding election to the Board for Friends of Head Start slots at the July Board meeting. At that meeting, the Board of Directors will take formal action on the President's recommendations for election of Friends of Head Start on the Board of Directors.

Current CHSA Board Representatives

Cluster I

Imperial, Orange, Riverside, San Diego, San Bernardino

Esmirna Valencia (2009 - 2011)
Riverside County Office of Education
email: evalencia@rcoe.us

Damon Carson (Alternate) (2009 - 2011)
Neighborhood House Association
email: dcarson@neighborhoodhouse.org

Cluster II

Los Angeles Co. Office of Education (LACOE) Grantee and Delegates

Keesha Woods (2009 - 2011)
Los Angeles County Office of Education
email: woods_keesha@laoe.edu

Cluster III

Los Angeles County Grantees

Raymond Hernández (2009 - 2011)
USC School for Early Childhood Education
email: raymond@usc.edu

Sherrie Segovia (Alternate) (2009 - 2011)
Hope Street Family Center
email: sherrie.segovia@chw.edu

Cluster IV

San Luis Obispo, Santa Barbara, Ventura

Alicia Ramirez (2009 - 2011)
Child Development Resources
email: alicia.ramirez@cdrv.org

Cluster V

*Alameda, Contra Costa, Monterey, San Francisco, San Mateo,
Santa Clara, San Benito, Santa Cruz*

Esther Rubio (2009 - 2011)
Monterey County Office of Education
e-mail: erubio@monterey.k12.ca.us

Ana Trujillo (Alternate) (2009 - 2011)

Santa Clara County Office of Education
e-mail: ana_trujillo@sccoe.org

Cluster VI

*Amador/Tuolumne, Calaveras, Fresno, Inyo-Mono, Kern,
Kings, Madera, Mariposa, Merced, Stanislaus, Tulare*

Naomi Q. Mizumoto (2009 - 2011)
Fresno County Economic Opportunities Commission
email: naomi.mizumoto@fresnoeoc.org

Mattie Mendez (Alternate) (2009 - 2011)
Community Action Partnership of Madera County
email: mmendez@maderacap.org

Cluster VII

Humboldt/Del Norte, Lake Mendocino, Marin, Napa/Solano, Sonoma

Siddiq Kilkenny (2009 - 2011)
North Coast Children's Services (Humboldt/Del Norte)
email: siddiqk@ncsheadstart.org

Ofelia Ochoa-Morris (Alternate) (2009 - 2011)
Community Action Partnership of Sonoma County
email: ofelia@capsonoma.org

Cluster VIII

*Butte, Colusa, Glenn, Lassen, Modoc, Plumas/Sierra,
Shasta, Siskiyou, Tehama, Yuba/Sutter*

Brenda Poteete (2009 - 2011)
Sierra Cascade Family Opportunities Head Start
email: bpoteete@headstart4u.org

Carla Clark (Alternate) (2009 - 2011)
Shasta County Head Start Child Development, Inc.
email: e-d@shskids.org

Cluster IX

El Dorado, Placer/Nevada, Sacramento, San Joaquin, Yolo

Denyse Cardoza (2009 - 2011)
Placer Community Action Council, Inc.
email: dcardoza@pcac-inc.org

Denise Lee (Alternate) (2009 - 2011)
SETA Head Start
e-mail: denise@headstart.seta.net

Tribal Head Start Representative

vacant

Migrant Head Start Representatives

Ray Chavez (2009 - 2011)
Tulare County Office of Education
email: rchavez@cc.tcoe.org

Janet Orvis-Cook (Alternate) (2009 - 2011)
Stanislaus County Office of Education
email: jorviscook@stancoe.org

Staff Representatives

Reyna Dominguez (2009 - 2011)
Child Development Resources
e-mail: reyna.dominguez@cdrofvtao.org

Jennifer McCulley (2009 - 2011)
Sierra Cascade Family Opportunities Head Start
e-mail: jmcculley@headstart4u.org

Kevin Smith (2009 - 2011)
Center for Community and Family Services, Inc.
email: kevin.smith@ccafs.org

Maria Avila (2009 - 2011) (Alternate)
Hope Street Family Center
email: maria.avila@chw.edu

Parent Representative

vacant

Friend Representative

Judie Englesby-Smith (2009 - 2011)
e-mail: judies@frontiernet.net

Maria Fort (2009 - 2011)
e-mail: mariafort@earthlink.net