



*Excellence and Equity in  
Public Education through  
School Board Leadership*

TO: School Board Secretary/Clerk

SUBJECT: Board Member Changes Resulting from Recent Elections

Our records indicate that your school district recently held a board election. In order to ensure that your superintendent and all your board members receive *School Board News, American School Board Journal*, and other subscription benefits and services of the National Affiliates Program, please revise the attached roster as necessary. Be sure to include your school district's FAX number.

Please list new board members on a separate sheet of paper or at the bottom of the roster if space permits; and mark one line through the name of any member no longer holding a board seat. Since we need to read the names you are deleting, do not "white-out," "x-out," or put a label over an existing name.

**Also, please make sure to designate which individual is your Board President or Chairman.**

The designation "\*\*\*\*" should appear beside the names of board members who volunteered or were appointed to serve as your representatives to the National Affiliates Advocacy Network (NAAN). These individuals serve as a liaison between your board and NSBA's Advocacy Office and receive briefing papers and calls to action on national education issues. Please take this opportunity to verify your NAAN representatives. If no one is currently designated please use this symbol "\*\*\*\*" to indicate your selected representatives. Please, also be sure to provide an email for each NAAN representative for urgent alerts. We recently opened up the network to any school board member that wishes to participate. If any of your board members are interested in becoming a NAAN, just mark their name with a "\*\*\*\*".

We'd also like to know the name for the professional staff person in your district whose responsibility it is to support the school board's business and activities. That way we can direct our requests directly to the correct person. If we've gotten this name from you before, it will be listed after the superintendent on the roster. If we have not gotten it before, there is a place at the end of the roster for you to add it.

If the list is correct, please fax us back the first page of the rosters marked "ALL CORRECT".

Please fax your completed School District Roster Update to (703) 519-6497 Attention: Jennifer Poci. If you need to contact me, I can be reached at (703) 838-6154 or [jpoci@nsba.org](mailto:jpoci@nsba.org).

Thank you for your assistance.

Sincerely,

*Jennifer Poci*  
Jennifer Poci

Data Entry Assistant

**National School Boards Association**

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