

National Science Teachers Association

BOARD OF DIRECTORS AND COUNCIL NOMINATION APPLICATION

You are submitting your name to the NSTA Nominations Committee for consideration as a potential candidate for an office on the Board of Directors or the Council. The Board is comprised of the 3 NSTA Presidents and the 10 Division Directors. The Council is comprised of the NSTA President, 18 District Directors and the 7 Affiliate Presidents.

Board of Director Offices to be filled in the 2003 election are:

President-elect - Serves as President, June 2003 through May 2004 (3-year commitment)

Division Directors - Preschool and Elementary; Middle Level;
Informal Science; Professional Development

Term of office: June 2003 through May 2006 (3-year commitment)

Council Offices to be filled in the 2003 election are:

District Directors - Districts II, IV, VIII, X, XIV, XVI

Term of office: June 2003 through May 2006 (3-year commitment)

MAIL COMPLETED APPLICATION TO: Nominations Committee
NSTA
1840 Wilson Boulevard
Arlington, VA 22201-3000

All materials, including letters of support, must be received at NSTA Headquarters by:
MONDAY, SEPTEMBER 10, 2002

NSTA's EIGHTEEN DISTRICTS

District I: Connecticut, Massachusetts, Rhode Island
District II: Maine, New Hampshire, Vermont
District III: Delaware, District of Columbia, Maryland
District IV: New Jersey, New York, Pennsylvania
District V: Alabama, Canal Zone, Florida, Georgia,
Puerto Rico, Virgin Islands
District VI: North Carolina, South Carolina, Tennessee
District VII: Arkansas, Louisiana, Mississippi
District VIII: Kentucky, Virginia, West Virginia
District IX: Minnesota, North Dakota, South Dakota

District X: Indiana, Michigan, Ohio
District XI: Kansas, Missouri, Nebraska
District XII: Illinois, Iowa, Wisconsin
District XIII: New Mexico, Oklahoma, Texas
District XIV: Arizona, Colorado, Utah
District XV: Idaho, Montana, Wyoming
District XVI: American Samoa, California,
Guam, Hawaii, Nevada, Territory
of the Pacific Islands
District XVII: Alaska, Oregon, Washington
District XVIII: Canada

RESPONSIBILITIES & DUTIES

President-Elect

The PRESIDENT-ELECT has duties as outlined in the NSTA Bylaws, Article IV, Section 4C which include: appointing chairmen and NSTA representatives to convention committees (for all conventions occurring during their term as President) and participates in planning sessions for all such committees. Then, as PRESIDENT, has duties as outlined in the NSTA Bylaws, Article IV, Section 4A which include: serving as Chairman of the Board of Directors and of the Council and has general charge of the affairs of the Association.

District Director

District Directors are elected for a three-year term of office. District Directors must be NSTA members and reside **and/or work** in the district which they represent. Only NSTA members residing in districts for which directors are running for election may vote for their district's director. **See Operating Policies "Council" for the election cycle.** Specific duties, obligations, and ways in which the Director can be helpful:

1. Serves on the Council and on committees as designated. Attend NSTA Council meetings. Becomes fully cognizant of the Bylaws and Operating Policies of NSTA and of all financial semi-annual reports (budget). Makes quarterly reports to the President concerning activities in their District.
2. Attends NSTA National Conventions and Area Conventions when possible and makes himself/herself visible to the membership. Assists at NSTA Membership Booth at Conventions. Attends Chapters and Associated Groups (CAG) functions and meetings at Area and National Conventions, including CAG Breakfast at National Convention.
3. Works as much as is feasible with members and Chapters and Associated Groups in his/her District by:
 - Attending state chapter meetings in District insofar as possible.
 - Attending local meetings of associated groups as far as possible.
 - Attending drive-in conferences where convenient or possible.
 - Fosters membership activities.
 - Displays NSTA materials at conferences and state meetings.
 - Seeks out names of new CAG officers in his/her District and sends them to NSTA headquarters.
 - Sends letters of congratulations to new CAG presidents in his/her District.
 - Attends summer CAG meeting held in conjunction with annual Board meeting.
 - Sends in nominations from his/her District for awards of all kinds.
 - Encourages other members, state chapters, division affiliates, and associated groups to make nominations of qualified members for positions on the NSTA Board of Directors.
 - Sends in suggested names, etc., for committee assignments to NSTA headquarters and to President-elect.
 - Serves as a liaison between his/her District and NSTA on issues of importance to science and science education.

Division Director

Division Directors serve on the NSTA Board of Directors and has duties, as outlined in the NSTA Bylaws, Article IV, Section 1. Division Director's duties are essentially the same as those of the District Directors. In addition, Division Directors have the following responsibilities:

- Maintains Division and Affiliate relationship.
- Serves as Chairperson of Division Standing Committee to which he/she has been elected, for term of his/her office.
- Coordinates and sets priorities for work to be done in his/her Division; also works cooperatively with other Division Directors.

ELECTION GUIDELINES

BOARD OF DIRECTORS

The Board of Directors shall be comprised of ten Division Directors and three NSTA Presidents. Candidates for Division Director positions must meet the following criteria:

Preschool and Elementary Division - is to be a preschool or elementary school classroom teacher.

Middle Level Division - is to be a middle level school classroom teacher.

High School Division - is to be a high school classroom science teacher.

College Division - is to be a college/university faculty member with duty of science teaching.

Informal Science Division - is to be a science educator outside the traditional school setting.

Research in Science Education Division - is to be an active researcher in science education.

Coordination and Supervision Division - is to be in a position with responsibility of coordination and supervision in science education.

Pre-service Teacher Preparation Division - is to be a college/university faculty member with duty of science teacher preparation.

Multicultural/Equity in Science Education Division - is to be actively involved in an area of multicultural and/or equity in science education.

Professional Development Division - is to be active in professional development of science teachers.

The following should be considered before applying:

- 1) No Division Director may run for District Director immediately following their term as Division Director.
- 2) Division Directors may not serve two consecutive terms on the Board of Directors except a Division Director may be elected NSTA President.

COUNCIL

The Council shall be comprised of 18 District Directors and the President of the seven Affiliates or their appointed designee as indicated in the NSTA Bylaws, Article III, Section 2.

The following should be considered before applying:

- 1) Each candidate for the office of District Director shall reside in the district the individual seeks to represent.
- 2) District Directors may not serve two consecutive terms as District Director.

**IT IS IMPERATIVE THAT YOUR APPLICATION CONTAIN
ACCURATE AND COMPLETE INFORMATION.**

Occasionally, the Nominations Committee receives nomination information that is not double-spaced or exceeds the number of words allowed. For consideration by the Nominations Committee, nominees must strictly adhere to the instructions for completing the Nomination Form. Nominations that do not meet specifications, or are received after the filing deadline will be disqualified. Be sure all requirements for these nomination procedures are met, checked, and submitted as soon as completed.

All materials in your nomination packet should be mailed together in one envelope and must include *all* of the following items:

Please Check:

- _____ **The Nomination Form** (Completed and signed by you)
- _____ **Biographical Data** (Hard copy as designated on page 5, and on disc-Microsoft Word or Word Perfect compatible) **You may include a resume, but your biographical data is also required in the format described on page five**
- _____ **Position Statement** (Hard copy as designated on page 5, and on disc-Microsoft Word or Word Perfect compatible.)
- _____ **Letters of Endorsement** (maximum of six and a minimum of three are required) from NSTA members or nonmembers. The nominee's nomination letter (if any) will count as one of the six letters. These letters should address the following characteristics: (1) Personal—the nominee should show evidence of leadership qualities; (2) Professional—the nominee should show involvement, scholarship, and knowledge in science education. NSTA will not solicit letters of endorsement, this is the nominee's responsibility. Nomination forms can not be used as letters of endorsement. **Letters of endorsement must be included with your nominations material. Letters received under separate cover will not be considered or returned.**

Self-addressed Stamped Postcard - the card will be signed by NSTA staff and sent back to you as notification that your application was received.

PROCEDURES FOR NSTA ELECTION FOR BOARD OF DIRECTORS

An outside independent contractor will print ballots, assemble, and mail ballots and biographical material, receive returned ballots, count and tally results, and report those results first to the chairperson of the NSTA Nominations Committee, and then to the NSTA Executive Director.

NEW: By vote of NSTA Membership, NSTA Bylaws will now allow the inclusion of electronic balloting procedures for the Board of Directors and Council elections.

The contractor will be responsible for assuring accuracy of data entry, shall retain all ballots until the election is certified by the Nominations Committee, and provide, with acceptable evidence, ballots to members who may not have received them due to postal or other problems. Using guidelines provided by the Nominations Committee, the contractor will be responsible for accepting or rejecting ballots, reporting on those and providing invalid ballots to the Nominations Committee following the election. The Nominations Committee then has the authority to make final decisions on such questionable ballots.

BIOGRAPHICAL DATA

Prepare your biographical data as you want it presented in the ballot material. If you are chosen as a candidate for office, this text will be printed. **Double space. Limit of 150 words. Do not photo reduce.** The font size shall be 12 characters per inch. Send biographical data and position statements on a computer disc (IBM-Compatible/Word or Word Perfect formats) as well as hard copy.

Biographical data should include (see example provided below):

Section one - Current employment information and Degrees Received

List Your Name, Current Position Title, Current Employer, including city and state, Year of Employment (i.e. '87-Present) Degrees (i.e. PhD, New York University, New York City, NY '78. Complete information is appreciated)

Section two- NSTA Activities:

List NSTA involvement, present and past. List NSTA committees, NSTA publications, etc. Where applicable, list year.

Section three - Additional Activities & Honors:

List Chronology of Professional and Teaching Experience (include city, state, and year of each experience)

State and Local Science Involvement (past and present)

Other Professional Activities (include other associations you belong to, professional development activities, etc.)

Special Honors and Awards (list name of honor/award, honor/award sponsor, and year received)

POSITION STATEMENT

Prepare your position statement as you want it presented in the ballot material. The statement should be double-spaced and no more than 150 words. It addresses your philosophy about science teaching, the role and responsibility of NSTA in the profession or other beliefs regarding science, technology, or science education. You are required to indicate your envisioned actions as relevant to the office for which you are seeking nomination. Proofread carefully.

Sample of Biographical Data and Position Statements

These samples accurately reflect space allowed on actual ballot.

JOHN Q. PUBLIC, General Science/Mathematics Teacher, Avery Elementary School, Olathe, KS, '89-Present, Instructor, Ottawa State University, Ottawa, KS, '96-Present, Kansas State School for the Deaf, Topeka, KS, '81-'89; BA, Kansas State University, Manhattan, KS, '80; MS, Hearing Impaired, University of Kansas, Lawrence, KS, '81.

NSTA Activities: NSTA/NCTM National Science/Mathematics Task Force '95; *Science Scope* National Review Panel, '97; Presenter, NSTA National and Regional Conventions, '90, '93, '96.

Additional Activities & Honors: Presidential Award for Excellence in Teaching Science and Math, '94; Treasurer, Society of Elementary Presidential Awardees, '98; Presidential Awards State Selection Committee, '98; Kansas Exemplary Educators Network, '98-Present; Mmbr, KS Assoc. of Teacher's of Science; Olathe District Schools Leadership Academy, '98-Present; Presenter, NCTM National conventions, '89, '94; Mmbr of the state curriculum advisory board and the state assessment writing/review team, '98; Authored/co-authored books on integrated learning in science and mathematics.

Position Statement

This nation has established as a goal that *all* students achieve scientific literacy. As educators, we must move this vision into practice as we implement the *National Science Education Standards* as the driving force behind curricular revision and reform. To facilitate change, we need to incorporate global thinking and translate it into local practice. I believe that lifelong scientific literacy begins with attitudes and values established in the earliest years. To attain the vision of science education as outlined in the *Standards*, I would engage colleagues in professional growth and research in the areas of technology, assessment, and collaborative inquiry-based learning. As District XI Director, it would be a privilege to represent science educators from Kansas, Nebraska, and Missouri.

JANE S. SMITH, Chemistry Teacher, Hickman High School, Columbia, MO, '98-Present; Science Teacher, Cameron High School, Carrollton, MO, '86-'91. Asst Prof, Science Education-Central Missouri State University, St. Louis, '97-'98; BS, Chemistry, University of Missouri-Rolla, '78; PhD, Science Education, University of Missouri-Columbia, '97;

NSTA Activities: Life Member, District XI Leadership Conferences, '96 & '98; KC National & Regional Tours Committees; Presenter, NSTA Louisville Regional, .

Additional Activities and Honors: NSELA '98 Leadership Conference; President, Science Teachers of Missouri (STOM) '96-'98, President-Elect, STOM '94-'96, Corresponding Secretary, STOM '88-'94; Treasurer, ShowMe Science Center '97-Present; Local Improvement in Science Assessment '98-Present; Science Assessment Level Setting '98; Missouri Science Curriculum Framework Writing '95-'96; ACS Univ. of Missouri Local Chairman, '96; State/Regnl. Judge, Science Olympiad; Professional Memberships: ACS, AETS, ASCD, KATS, Missouri Academy of Science, Missouri Council of Teachers of Mathematics, Missouri Science Leaders, NATS, NSELA, and STOM (Life Member); University of Missouri Outstanding Faculty Award '96.

Position Statement

NSTA can, and should, serve as a catalyst within our District to facilitate improvements in science education and the teaching profession. NSTA, and the District CAGS, need to facilitate increased collaboration between their members and the various state and local educational agencies within our District. These agencies need to utilize NSTA members' experience and professional insights while formulating policies that address issues such as assessment, curriculum reform, funding for education, and professional development. We need to encourage our friends and colleagues to join NSTA, and its CAGS, so that they too can benefit from NSTA conferences, membership services, and professional development opportunities. Let's work together as one strong voice to promote excellent science education in our schools.

NOMINATION FORM FOR 2003 NSTA ELECTION

NSTA Membership Number _____ (Only NSTA members are eligible .)

Name of Nominee: _____ Nominee for NSTA Office of: _____

School/Institution _____

Position /Title _____

Address _____

Telephone (____) _____ FAX (____) _____ E-mail : _____
Area Code Area Code

Home Address _____

Home Telephone (____) _____ FAX (____) _____ E-mail : _____
Area Code Area Code

Please check the address where you prefer to receive NSTA related information. Home Business

List a maximum of six names of persons submitting letters endorsing your nomination. You should include at least three letters. All letters must be included with this form. Individual letters will not be accepted.

Nomination and Election Guidelines approved by the Board of Directors state: NSTA prohibits campaigning for all elections. The publication of each candidate's vita and position statement shall be the total extent to which the Association members are informed about candidates for office.

It is the candidate's responsibility to ensure that the application is complete and includes biographical data, position statement, and recommendation letters. The appearance and completeness of the application affects the committee's judgement. All materials should be assembled and mailed in one envelope.

By signing this form, I attest that I am a member in good standing of the National Science Teachers Association and am willing to have my name submitted for consideration by the Nominations Committee.

SIGNATURE _____ DATE _____

MAIL COMPLETED APPLICATION TO: Nominations Committee

Deadline: September 10, 2002

NSTA
1840 Wilson Boulevard
Arlington, VA 22201-3000

