

# **School Board ‘to do’ list: A calendar for board action to prepare for the Delegate Assembly**



COLORADO ASSOCIATION OF SCHOOL BOARDS

## **August**

- Submit new resolutions or proposed revisions to existing resolutions online by Aug. 25. Check out CASB’s online submission form template.
- Register board members for the Fall Delegate Assembly Conference and designate your voting delegate on the registration form. Check [casb.org](http://casb.org) for registration information when it becomes available.

## **September**

- As a board, review and discuss CASB’s proposed resolutions (available on CASB’s website Sept. 9).
- Direct your delegate on representing your board at the Delegate Assembly (through oral testimony in support of or against a proposed resolution and by voting on proposed resolutions).
- Develop any additional resolutions to be offered from the floor of the Delegate Assembly. Communicate with CASB’s legal team about procedures, such as bringing copies of any resolutions to be introduced from the floor.

## **September – October**

- Attend one of CASB’s Fall Regional meetings.
- Ensure your board’s delegate attends and votes at the Delegate Assembly.
- Review the resolutions as adopted by the Delegate Assembly.
- As a board, determine what local advocacy efforts may be appropriate, such as inviting your legislators to visit schools to meet with board members, and begin to establish your board as a resource for state policymakers.
- Register your board for CASB’s Annual Convention and confirm with your designated delegate that he/she is available to attend the Business Meeting on Dec. 8 at CASB’s Annual Convention. (Note that the convention is one week later this year.)

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