



## **Nominating, Scholarship & Awards Committee Description**

### **Purpose:**

This Committee is to identify potential Executive Committee and officer candidates, make recommendations to Executive Committee and President for formal approval by members. This committee will also review and select honorees and award recipients. This Committee will be made up of Past Presidents that are still serving in the capacity of a Superintendent/Commissioner and wish to be part of this Committee.

### **Time Commitment:**

The process evolves informally throughout the first half of the year by way of text, telephone and email conversations between Committee members, discussion at the June meeting and during Site Committee work periods.

In July, the Committee finalizes the candidate list (if not already completed) and becomes prepared to discuss candidates with the President and Executive Committee via email and/or a conference call to prepare for elections during the Summer Conference Business Meeting.

### **Responsibility & Procedures:**

- Discuss energetic and active members with other Nominating Committee members, officers, past Presidents and/or other members that may have a recommendation and reach out to the potential candidates to gauge their level of interest in being on the Executive Committee and/or moving up through the ranks into an officer slot.
- Once candidates have been identified, contacted by the Committee, advised of their potential selection to be on the Executive Committee, and received concurrence, the Chair sends a list of candidates to the President and Vice Presidents for comments/preapproval. If approved, recommendations are made to the President at the Summer Conference Business Meeting. The President will then call a vote by the membership to formally approve the selected candidates.

### **Goals:**

- To complete the process by end of July and have names ready for discussion with President and Vice Presidents.
- To possibly develop a set of criteria to be used when searching and selecting candidates.

### **Chair:**

Tracy Eldridge. Hamilton County

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