

# National Assessment Governing Board

## Nominations Committee (Closed Session)

### Report of May 17, 2014

**Attendees:** Tonya Miles (Chair), Lucille Davy, Doris Hicks, Andrew Ho, Brent Houston, Hector Ibarra, Joseph O’Keefe, Susan Pimentel, Fielding Rolston, Cary Sneider; Board Staff – Mary Crovo.

In accordance with the provisions of exemptions 2 and 6 of Section 552b (c) of Title 5 U.S.C., the National Assessment Governing Board’s Nominations Committee met in closed session on May 17, 2014 from 7:30 a.m. to 8:15 a.m.

Nominations Committee Chair, Tonya Miles, called the meeting to order and reviewed the agenda. Ms. Miles welcomed new Nominations Committee members Lucille Davy and Andrew Ho. Board Chair, David Driscoll, added several new members since the 2015 nominations cycle will be a significant endeavor. Ms. Miles also requested a moment of silence in honor of past Nominations Committee member, Alan Friedman. Mr. Friedman passed away recently after a brief illness.

Ms. Miles asked the Board staff to review the 2014 nominations status. Deputy Executive Director, Mary Crovo, reported that letters and resumes of finalists for five Board positions were delivered to the Secretary’s senior staff in early April, following Board action at the March 2014 meeting. The five Board openings for terms beginning on October 1, 2014 are: General public representative; 4<sup>th</sup> grade teacher, 8<sup>th</sup> grade teacher, secondary school principal, and chief state school officer. It is anticipated that Secretary Duncan will make a public announcement of new Board members in late summer or early fall of 2014.

The Committee then discussed a draft 2015 nominations outreach plan developed by the Board’s communications contractor, Reingold. The plan outlines current, expanded, and new outreach initiatives to seek nominations for Board terms beginning in October 2015. For this cycle, there are eight categories for which the Board will be seeking nominations:

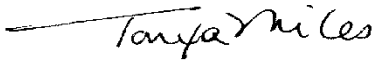
1. Chief state school officer
2. 12<sup>th</sup> grade teacher
3. Business representative
4. Curriculum specialist (two positions)
5. Testing and measurement expert
6. State school board member
7. Local school superintendent

Members discussed the outreach plan and expressed their agreement with the comprehensive approaches. It was decided that the personal statement should be mandatory in 2015, since this document has proven useful in rating nominees. There will now be three documents required to submit a nomination: a nomination letter, a full resume or c.v., and the personal statement. For the 2015 cycle, nominations will be due on October 31, 2014.

Nominations Committee members also provided ideas on groups to add to the nominations database for the August 2014 email notification, and for targeted outreach to ensure a broad base of nominations for each of the 2015 categories.

Members reinforced the idea that the Nominations outreach, because it is so extensive, serves to increase awareness of the Board, its mission, and its policy work.

I certify the accuracy of these minutes.



May 17, 2014

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Tonya Miles, Chair

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Date