



December 19, 2018

Dear Governing Board Member Applicant:

Thank you for your interest in serving as a Member of the Governing Board of the San Marcos Unified School District. We serve over 20,000 students at 10 elementary schools, 3 middle schools, 2 K-8 schools, 2 comprehensive high schools, one continuation high school, one independent high school and an adult education program. The District is 49-square-miles and serves the cities of San Marcos, Carlsbad, Vista, and Escondido as well as unincorporated areas of San Diego County. Students in our District benefit from the Governing Board's commitment to providing an unparalleled educational experience where students are challenged, inspired, and poised to excel.

Board members are responsible to attend all regularly scheduled Board meetings and Special Study sessions. In addition, Board members are expected to participate in monthly school site visits, attend school activities, and be a visible and vocal advocate for the school district.

The Application Form is available electronically on the San Marcos Unified School District Website at [www.smusd.org](http://www.smusd.org), or a copy can be picked up from the Superintendent's Office located at 255 Pico Avenue, Suite 250, San Marcos, California. Each applicant shall be a resident and registered voter of the school district and trustee area. The attached application solicits information that will be helpful to the current Governing Board in determining your qualifications for the position. Attached to the application, you will also find copies of pertinent Bylaws of the Governing Board that will provide you with general information concerning a Board Member's powers, responsibilities and limits of authority, as well as rules concerning public statements and the disclosure of confidential or privileged information. Please complete the document as instructed. It must be received in the Superintendent's Office no later than 4:30 p.m. on Tuesday, January 22, 2019. Late submittals will not be accepted.

All individuals submitting an application by the cutoff date and time will be interviewed by current Board Members in open session during a Special Board Meeting on Monday, January 28, at 4:00 p.m. in the Media Center. The meeting will be held at the North County Regional Educational Center at 255 Pico Avenue and will be open to the public. All candidates should plan to arrive by 3:45 p.m. The order in which candidates will be interviewed will be randomly determined at the meeting and will take approximately 15 minutes. Although not mandatory, all candidates will be requested to remain in a designated waiting area until their name is called. Once an applicant has completed the interview process, they are welcome to remain in the meeting to listen to the other candidates.

Each candidate will be allowed a specific amount of time to present any information they wish to the Board. The time allowed for each candidate will depend on the number of applicants; i.e., 0-5 applicants would each have 10 minutes to address the Board; 6-10 candidates would have 8 minutes; and 10 or more applicants would each have 5 minutes. Following each candidate's presentation of information, they will be asked a specific question by the Board to which they will have 3 minutes to respond. All candidates will receive the same question.



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When all interviews have been completed, the Board will remain in Open Session and conduct the selection process. The successful candidate will be sworn into office at the close of the meeting.

I wish each of you success. If you have other questions, please feel free to contact my assistant, Dana Voros at 760-752-1299.

Sincerely,

Carmen García, Ed.D.  
Superintendent