

**FORM FOR NOTIFYING THE
SECRETARY (ADMINISTRATOR) OF CESA 10
OF A SCHOOL DISTRICT'S REPRESENTATIVE
TO AN AGENCY ANNUAL CONVENTION**



Where service and leadership unite.

TO: Mike Haynes, Agency Administrator of CESA 10

At a meeting of the School Board on * _____ the school board member whose name appears below was appointed representative of the _____ School District to the Cooperative Educational Service Agency 10 annual convention.

Name of Board Member _____

Address of Board Member _____

Email Address of Board Member _____

The convention is to be held on Thursday, August 4, 2016 at 7:00 p.m., 725 W Park Avenue, Chippewa Falls, Wisconsin. The representative of this school board named above is in possession of this information.

It is understood that only official delegates can be elected to the Board of Control (no alternates or substitutes).

Signed:

School Board Clerk

School District

School Address

Date: _____

RETURN BY JUNE 17, 2016: Attn: Leigh McMahon, 725 W Park Avenue, Chippewa Falls, WI 54729, lmcmahon@cesa10.k12.wi.us, 715-720-2070 (fax). Retain one copy for your district's files.

* As per s. 116.02(1)(a), Wis. Stats., this date must be **on or after the 4th Monday in April.**