



Maine Administrators of Services for Children with Disabilities

CALL FOR OFFICER NOMINATIONS: 2024 – 2025

To be a valid nomination, this form must be returned no later than March 31, 2024

SECRETARY

The Secretary shall be elected in even numbered years and serve a (2) two-year term in office.

Nominations may be submitted by an Active Member of MADSEC on their own behalf or on behalf of another Active Member, provided the nomination is supported by five (5) other Active Members of MADSEC. A short biographical sketch of the nominee **must** accompany each nomination.

Please complete BIOGRAPHICAL INFORMATION FORM.

NOMINEE FOR **SECRETARY**

Name: _____

***SUPPORTED BY:**

1. _____

2. _____

3. _____

4. _____

5. _____

***Those supporting nominations must be Active MADSEC Members and either sign this form or consent to their names being listed as supporting.**

50 Industrial Drive
Augusta, ME 04330

**MADSEC OFFICER NOMINATION
BIOGRAPHICAL INFORMATION FORM**

(Please type or print in black ink)

Name of Nominee: _____
Executive Committee Position (Office) Sought: _____

PROFESSIONAL EMPLOYMENT EXPERIENCE

Present

Previous

SPECIAL EDUCATION EXPERIENCE

Present

Previous

OTHER PROFESSIONAL ACTIVITIES

Present

Previous

EDUCATION

The above statements are true and accurate.

Nominee's Signature _____ Date _____

Special Education Affiliation _____

One additional page may be attached containing information or a statement the candidate would like the members to have as they prepare to vote.

MADSEC CONSTITUTION

Article VII – Officers

D. Secretary

The Secretary shall be elected in the even-numbered years and shall serve for a two-year term of office. In the event a vacancy occurs during the term of office of the Secretary, the President shall nominate and the Representative Board shall appoint an Active Member to the position for the duration of the term.

The Secretary shall:

1. Keep accurate minutes of the general meetings of the Association and the meetings of the Representative Board;
2. Carry on correspondence as necessary in regard to Association matters as delegated by the President;