

**CAROCP Chapter Presidents**  
**Some ideas to consider for a successful year!**

- ❑ Prepare for, attend, and be a participating member of the CAROCP State Board.
- ❑ Attend the Chapter Presidents committee meeting during State Board meetings and the fall conference. Come prepared to share your ideas and benefit from the ideas of others in regard to nurturing and maintaining effective chapters.
- ❑ Provide a Chapter Report to the Board Secretary either prior to the State Board meeting or within a few days afterward. Your chapter report will be included in the State Board minutes.
- ❑ Promote CAROCP membership.
- ❑ Serve as a liaison to other education groups and civic organizations within your community and region. For example, Bill Nelson had an opportunity recently to promote CAROCP to members of ACSA (Association of California School Administrators).
- ❑ Be familiar with and promote the CAROCP Website.
- ❑ Conduct Chapter Board meetings. Include as an agenda item a summary of each State Board meeting.
- ❑ Provide a chapter in-service. Share your in-service information with other CAROCP members through the CAROCP Professional Development Committee.
- ❑ Read the Market Watch. Disseminate the Market Watch to CAROCP members and local legislators and include remarks that will encourage people to read it. For example, for October's Market Watch I forwarded it to my Chapter members with the following personal note: *Wow, you won't want to miss the latest edition of CAROCP's Market Watch. Read it for information on lots of FREE stuff, from free classes through UC Berkeley to free textbooks! Enjoy!*
- ❑ Distribute State level emails. Read and provide personalized information with distribution if appropriate.
- ❑ Be informed about legislation that might affect ROPs.
- ❑ Enjoy this opportunity to have a positive impact on your chapter and to represent your chapter as a member of the CAROCP State Board!

*Congratulations on your new role and best wishes for a great year!*

*Sincerely,*

*Debra Mustain, Chair  
Chapter Presidents 2008-2009*