



18639- 80<sup>TH</sup> Ave S. ♦ P.O. Box 5550 ♦ Kent, WA 98064-5550 ♦ Phone 425-251-8115 ♦ Fax 253-395-5402 ♦ [www.kcda.org](http://www.kcda.org)

<b>Position Title</b>	Board of Director
<b>Company</b>	KCDA Purchasing, Kent, WA
<b>Employment Type</b>	Volunteer
<b>Seniority Level</b>	Executive

### **About KCDA**

The King County Directors Association (KCDA) is a cooperative purchasing agency in Washington State. Formed in 1938 through the Interlocal Cooperation Act (RCW 39.34), it operates as a public entity. Owned by 294 of Washington's Public School Districts, it is governed by a Board of Directors comprised of publicly elected school board members, one from each of the five divisions within King County. KCDA plays a valuable role in the procurement activities of Washington's Public School Districts, from volume purchasing to locally bid, state-compliant contracts.

### **About the Board**

Terms of office on the KCDA Board of Directors are three years and there are no limits on the number of consecutive terms. The election dates for board members are staggered to provide continuity. Candidates are nominated and ballots are sent to the Puget Sound ESD for tabulation and certification.

Dick Nicholson from the Shoreline School District resigned his position for Division 5 on the KCDA Board effective December 31, 2019. KCDA is seeking a candidate to serve the unexpired portion of his term, which ends December 31, 2020. KCDA is authorized to allow the election of board members from outside the defined division when a position is vacant for at least 90 days and no board members in the division are able to serve.

### **Position Requirements**

KCDA organizational structure requires board members to be from King County School Districts. Monthly meetings are on the third Thursday of each month at the KCDA office in Kent, WA. Attendance in person is preferred but KCDA board members are authorized to participate via audio or video conference. The KCDA board considers items and actions similar to those in school district business matters, including shaping broad policy, granting approval to issue bids, approving contract awards and vouchers.

### **Application Details**

School board members within King County interested in running for this position need to submit the attached Personal Data Form by **April 24, 2020**. After the April 24th deadline, ballots will be submitted to all King County School Board Members for election by mail.

Please contact Dave Mahalko at (425) 251-8115, Ext. 161 or email at [dmahalko@kcda.org](mailto:dmahalko@kcda.org) for more information or to submit the Personal Data Form.

**PERSONAL DATA FORM**

This information will be used to introduce and identify qualified candidates for a position as a member of the Board of Directors for the King County Directors' Association (KCDA) Purchasing Department.

School District Represented: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Home Phone No.: \_\_\_\_\_

Expiration Date of Current Term on School Board: \_\_\_\_\_ Years Served: \_\_\_\_\_

Date of Last Election or Appointment: \_\_\_\_\_

<u>Offices Held on District Board:</u>	<u>Year</u>
_____	_____
_____	_____
_____	_____

<u>Other Education Related Activities and Offices:</u>	<u>Year</u>
_____	_____
_____	_____
_____	_____

Profession/Employer:  
\_\_\_\_\_

(Name)

(Address)

Position: \_\_\_\_\_ Phone No: \_\_\_\_\_ E-Mail : \_\_\_\_\_

Add Other Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please Complete and Return To:  
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