

# **NYSABE**

**THE NEW YORK STATE ASSOCIATION FOR BILINGUAL EDUCATION**



## **NOMINATIONS AND ELECTIONS PROCEDURES MANUAL FOR DELEGATES**

**Revised APRIL 2026**



## NEW YORK STATE ASSOCIATION FOR BILINGUAL EDUCATION

New York University Metropolitan Center  
for Research on Equity and the Transformation of Schools  
Physical Address: 155 Avenue of the Americas, Suite 401, New York, NY 10013  
Tel: 212-998-5104 | [info@nysabe.net](mailto:info@nysabe.net) | [www.nysabe.org](http://www.nysabe.org)

### ROLE OF NYSABE DELEGATES\*

NYSABE delegates play a crucial role in the organization by acting as representatives and advocates for their respective constituencies within the organization. These individuals are elected to voice the concerns, opinions, and interests of their constituent members, fostering effective communication and decision-making processes. Delegates serve as conduits for information flow between the NYSABE's Board of Directors and its members, ensuring that the organization remains responsive to the needs of its diverse membership.

One of the primary responsibilities of delegates is to participate in meetings, committees, conferences, and assemblies where important decisions are made. They engage in discussions, provide input, and vote on behalf of their constituents. Delegates also contribute to the development of policies, initiatives, and strategies that align with the NYSABE's goals and the interests of its members. Additionally, delegates assist in the recruitment of members.

Delegates act as liaisons, maintaining an open channel of communication between the NYSABE's Board of Directors and its constituent members. Delegates also serve as leaders to their respective constituent groups to gather feedback, concerns, and suggestions from them and relay these to the NYSABE leadership for consideration. This facilitates a democratic and inclusive decision-making process that considers the perspectives of all stakeholders.

Furthermore, NYSABE delegates play a role in networking and fostering collaboration among members, other NYSABE regional delegates, and local organizations within their regions. They provide opportunities for professionals within NYSABE to connect, share insights, and collaborate on projects or initiatives that benefit their respective areas.

Lastly, NYSABE delegates serve as the voice of the membership in professional organizations, ensuring that the organization remains relevant, responsive, and member oriented. Through their active participation in meetings, information dissemination, and networking, delegates will contribute to the overall growth and success of NYSABE and its members.

\*Delegate – a person authorized to represent others.



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### NYSABE CODE OF CONDUCT

To ensure a safe and enriching environment for its members, all members are expected to follow the Code of Conduct. Further it will protect the organization from undue litigation, to preserve its good will (i.e., name and image) among the public. This Code of Conduct shall apply to all members of NYSABE. It prohibits the following:

1. Misappropriation of the organization's name.
2. Discrimination, harassment, bullying, or intimidation.
3. Physical assault and/or anything sexual in nature, both physical, verbal, or through innuendo, upon any persons present at an Association function or appearance.
4. Verbal abuse including, but not limited to threatening statements, statements of a sexist, racist or otherwise slanderous nature that a member issues towards any other individual or group.
5. Verbal or written statement(s) made to the public containing content generally considered to be of a slanderous or libelous nature concerning the Association, its membership, or its Board of Directors, or delegates.
6. Behavior or activity is generally considered a danger to the public at large.
7. Use of a controlled substance during an Association activity - Substance abuse.
8. Violation of any fiduciary responsibility or misuse or misappropriation of Association assets.
9. Conflict of interest - when an individual's personal interests could compromise his or her judgment, decisions, or actions of the organization.
10. Any other conduct that is considered detrimental to the organization.



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### LANGUAGE DELEGATES

Our language delegates serve in more specialized roles that align with our organization's mission of advocating for bilingual and multilingual education.

Their roles may include:

1. **Liaison Between NYSABE and Local Communities:** Language delegates act as a bridge between NYSABE and local communities of multilingual learners, advocating for the needs of bilingual students and promoting awareness of bilingual education policies.
2. **Advocacy for Language-Specific Groups:** Each language delegate represents a specific linguistic group (e.g., Spanish, Chinese, Haitian Creole) and advocates for the educational rights and resources for students from that language background.
3. **Collaboration with Educators and Administrators:** Language delegates work closely with stakeholders to promote equitable educational practices and ensure that multilingual learners have access to appropriate language services and programs.
4. **Cultural and Linguistic Resource Development:** Delegates often assist in the development of culturally and linguistically relevant resources, including instructional materials and guides for both educators and families.
5. **Professional Learning and Support:** Language delegates provide targeted professional learning opportunities for educators, focusing on the unique needs of the language communities they represent.
6. **Policy Advocacy and Implementation:** They help advocate for the implementation of policies that support bilingual education.
7. **Facilitating Family and Community Engagement:** Delegates support outreach efforts to engage families of multilingual learners in educational processes and ensure they have access to services in their native languages.

Our NYSABE language delegates play a critical role in ensuring that the linguistic and cultural diversity of multilingual learners is recognized and supported across educational systems in New York State.



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### NYSABE 2026 CANDIDATE CONSENT FORM

I, \_\_\_\_\_ consent to serve as candidate for the  
\_\_\_\_\_ position of the NYSABE Delegate Assembly.

If elected, I agree to serve and abide by the policies, principles, procedures and code of ethics of The New York State Association for Bilingual Education. I agree to complete Mandatory leadership training prior to taking office.

For serving as a candidate for an elected office, I affirm that I have been an active NYSABE member as of April 1 of the previous year, and that my membership has remained continuous in the Association.

\_\_\_\_\_  
Candidate Name (PRINT)

\_\_\_\_\_  
Candidate (Signature)

\_\_\_\_\_  
Date



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**NYSABE 2026 NOMINEE INFORMATION SHEET**

**Nomination for Delegate Assembly:**  Regional Delegate  Language Delegate

**NOMINEE INFORMATION**

**Name of Nominee:**

**Professional Position:**

**Professional Address:**

**City, State, Zip code:**

**Work Phone:**

**Home Address:**

**City, State Zip code:**

**Cell Phone:**

**Preferred E-mail:**

**List your Education** (start with the most recent):

Years	University/College	Degrees/Certifications

**SERVICE TO NYSABE**

**List the positions held in NYSABE (if applicable):**

Position: Year:

Position: Year:

Position: Year:

Years as a Member:



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### **NYSABE 2026 NOMINEE INFORMATION SHEET**

**Nomination for Delegate Assembly:**  Regional Delegate  Language Delegate

#### **STATEMENT**

Briefly summarize your qualifications for this position:

Briefly state your philosophy of bilingual education:

Please be advised that you must attend all monthly Delegate Assembly Meetings and complete all responsibilities for each year of your two (2) year tenure.

#### **Section to be completed by NYSABE Representatives:**

**I certify that this member is a member in good standing and meets all the qualifications outlined in NYSABE's bylaws.**

\_\_\_\_\_  
Regional Delegate (PRINT)

\_\_\_\_\_  
Membership Chairperson (PRINT)

\_\_\_\_\_  
Regional Delegate (Signature)

\_\_\_\_\_  
Membership Committee (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Submit the completed Nomination packet to Dr. Bernice Moro at [elections@nysabe.net](mailto:elections@nysabe.net) by May 15, 2026, 11:59 pm (EST). ONLY COMPLETE PACKETS WILL BE CONSIDERED.**