

SAN DIEGO CITY SCHOOLS

Date: September 15, 2005

To: All Site Administrators, Division and Department Heads

Subject: 2005 COMMUNITY SERVICE ASSOCIATION (CSA) CAMPAIGN

**Department and/or
Persons Concerned:** All Site Administrators, Division and Department Heads

Due Date: October 5, 2005

Reference: None

Action Requested: Complete and return attachment to Michele Fettig, Eugene Brucker Education Center, Annex 6, by Wednesday, October 5, 2005.

Brief Explanation:

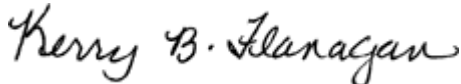
Your help and leadership is requested for our 2005 fall Community Service Association (CSA) membership campaign. This is extremely important to the many agencies in our community that depend upon our charitable contributions to provide needed services for thousands of San Diego children and adults. CSA is the largest single organization in the San Diego City Schools. Its members include every classification of employee in the district.

This year's campaign will run from November 2 through November 30, 2005. The campaign will be discussed at two meetings and instructions/materials will be distributed. You and/or your site representative(s) should plan to attend one of the meetings:

Wednesday, November 2, 2005
8 a.m. or 3 p.m.
Harold J. Ballard Parent Center
(2375 Congress Street – former location of Fremont Elementary)

We are requesting each site and department to appoint an employee(s) to serve as the 2005 site representative(s). Sites or departments with 25 or more staff members should select representatives from both certificated and classified staffs. Please complete the attached form and return it to Michele Fettig, Eugene Brucker Education Center, Annex 6, by Wednesday, October 5, 2005.

APPROVED:



Kerry Flanagan
Chief of Staff

KF:mf

Attachment

Distribution: Lists A, C, D, E, and F

2005 COMMUNITY SERVICE ASSOCIATION (CSA) CAMPAIGN

NAME OF SCHOOL,
DIVISION, OR
DEPARTMENT

PLEASE NOTE: Sites with 25 or more staff members should select representatives from the certificated and classified staffs.

Our Community Service Association Representative(s) will be:

CLASSIFIED:

Name

For nonschool sites, please indicate
Dept. Location No. or Name

CERTIFICATED:

Name

For nonschool sites, please indicate
Dept. Location No. or Name

Signature of Site Administrator,
Division or Department Head

**Please return to Michele Fettig, Eugene Brucker Education Center, Annex 6, by
Wednesday, October 5, 2005.**