



# COMMITTEE HANDBOOK

## 2019-2020

### Meeting Dates and Locations:

September 7, 2019 – MNEA Headquarters

October 12, 2019 – MNEA Headquarters

February 1, 2020 – MNEA Headquarters

May 2, 2020 – MNEA Headquarters

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## 2019-2020 COMMITTEE SCHEDULES

	Sept. 7	Oct. 12	Nov. 22- 23	Feb. 1	April 24- 26	May 2
CONSTITUTION, BYLAWS AND RULES	√	√		√		√
CREDENTIALS			√		√	
HUMAN RIGHTS	√	√		√		√
LEGISLATIVE/RESOLUTIONS	√	√		√		√
WOMEN'S ISSUES	√	√		√		√
NEA CONVENTION		√		√		√
PAC				√		

### ADVISORY COMMITTEES

	Sept. 7	Oct. 12	Nov. 22- 23	Feb. 1	April 24- 26	May 2
COMMUNICATION AND MEDIA		√				
MEMBER BENEFITS		√				
MEMBERSHIP		√				
ASPIRING EDUCATOR	√	√				
TEACHING AND LEARNING		√				

## **ADDITIONAL COMMITTEE SCHEDULE NOTES**

**Credentials** – Arrive at the RA site by 5:00 p.m. on the Friday prior to the RA start date on Saturday to assist with setup for early registration that begins at 6:00 p.m. The Credentials meeting will start at 8:30 p.m. The 2019-2020 RA dates are November 23 at the St. Louis Hilton, Frontenac (early registration on November 22) and April 25-26, at Margaritaville Lake Resort at Osage Beach (early registration on April 24).

**Constitution, Bylaws and Rules** may require an additional meeting to meet Representative Assembly deadlines.

**Legislative/Resolutions** meets on the Friday prior to the Saturday committee meeting.

**Missouri NEA-PAC** will conduct a new member orientation (if needed) on February 1, 2019.

# MNEA COMMITTEE CHAIR / MEMBER RESPONSIBILITIES

Characteristics of a good committee member – A good committee member:

- ✓ Is responsible: Attends all meetings and notifies the committee chair when unable to attend meetings or fulfill responsibilities;
- ✓ Is prompt: Does not waste the time of others by being tardy;
- ✓ Is informed: Studies the issues in advance;
- ✓ Is a participant: Is ready with ideas at the chair's request;
- ✓ Is thoughtful: Offers logical suggestions at appropriate times, does not monopolize discussion;
- ✓ Is economical: Helps the chair to keep the group on the main track;
- ✓ Is able to smile: Knows the importance of occasionally relaxing tension.

The *Committee Chair* is responsible for notifying committee members of their responsibilities relative to attendance and assigned duties and notifying the President of committee members who do not fill assigned responsibilities. The *Committee Chair* (in collaboration with the board and staff liaison) is responsible for sending an end-of-year report indicating (by charge) accomplishments and recommendations for the next year's committee. This report is due at least one week prior to the May Board of Directors meeting.

The Missouri NEA Board of Directors may remove and replace a committee member for just cause upon the recommendation of the chair of the committee and the President of Missouri NEA.

Members that are removed from a committee shall have the right to appeal.

## MNEA COMMITTEE MEETINGS

Most committee meetings are held in conjunction with the four “committee Saturdays.” This practice has been established to facilitate carpooling. The 2019-2020 committee schedules are on page one of this booklet.

Committee meetings are held at the Missouri NEA Headquarters, 1810 E. Elm St, MO 65101, unless otherwise stated or announced. Meetings begin at 10:00 a.m. and typically adjourn by 3:00 p.m. Coffee and lunch are provided.

**Committee meeting RSVPs** - Please RSVP to Roxane Bly at [Roxane.Bly@mnea.org](mailto:Roxane.Bly@mnea.org). You may also RSVP by phone at 573-644-9606, email at [Roxane.Bly@mnea.org](mailto:Roxane.Bly@mnea.org), or by fax at 573- 634-5646. RSVPs are necessary to ensure enough food is ordered for lunch.

**Directions to Missouri NEA Headquarters in Jefferson City: Take US-50/US-63 and exit south on Eastland Drive. Make an immediate right turn onto East Elm Street. The MNEA office is on the left at 1810 East Elm.**

Additional committee meetings may be scheduled by the committee chair with prior approval of the Missouri NEA President. These special committee meetings are typically held at the Missouri NEA Headquarters in Jefferson City. You will be notified by email of the location and time of any special meetings.

The Credentials Committee meets at the RA site (see page 2 for details on RA locations and times).

# COMMITTEE MEMBER MILEAGE REIMBURSEMENT POLICY

- Mileage is reimbursed at the IRS standard mileage rate for all drivers who carpool from St. Louis, Kansas City or Springfield or to individuals who travel from a location where it is impossible to carpool.
- Committee members are urged to use the Committee Handbook to contact other members attending committee meetings to arrange for carpooling.
- A car pool consists of the driver and a minimum of two passengers. Names of passengers must be included on the Governance Travel Expense Voucher.
- A driver with one passenger (two people in the vehicle) is reimbursed at the rate of 30 cents per mile.
- Any individual traveling from or through the three above-listed areas who does not carpool, will receive 20 cents per mile.
- Individuals may be reimbursed at the IRS standard rate per mile for travel to and from the car pool location. For example, an individual traveling from St. Joseph may voucher the IRS standard mileage rate for travel from St. Joseph to Kansas City to meet the car pool.
- An overnight stay must be pre-approved by the MNEA President. If approved, hotel reservations for a shared room will be made by the governance secretary.
- Travel expense vouchers must be submitted within 30 days of the date when the expense was incurred.
- Vouchers should be **TOTALED** indicating the amount due to the traveler, **SIGNED** and **DATED**, then mailed to:

**Missouri NEA Headquarters  
Attention: Roxane Bly  
1810 East Elm Street  
Jefferson City, MO 65101**

- Questions about expense vouchers or the reimbursement of expenses should be addressed to the MNEA President or the Governance Secretary at [Roxane.Bly@mnea.org](mailto:Roxane.Bly@mnea.org).

## **REIMBURSEMENT FOR MNEA REPRESENTATIVE ASSEMBLY/CONVENTION EXPENSES**

The Association will reimburse Missouri NEA committee members assigned by the president and/or Executive Director to specific work at the Representative Assembly.

Prior approval for the reimbursement of substitute pay shall be obtained from the Missouri NEA President and/or Executive Director.

Expenses for the period of attendance required by Missouri NEA will be provided as follows:

1. Mileage: 20 cents per mile for the driver; 30 cents per mile with one passenger; IRS standard mileage rate for two or more passengers or when carpooling is not possible.
2. Hotel: 1/2 cost of a double room when MNEA makes the reservation.
3. Meals: **Itemized** receipts are required for meals over \$9.99.
4. Vouchers must be submitted within 30 days of the date when the expenses were incurred.

Vouchers should be **TOTALED** indicating the amount due, **SIGNED** and **DATED**, then mailed to:

**Missouri NEA Headquarters  
Attention: Roxane Bly  
1810 East Elm Street  
Jefferson City, MO 65101**



## MISSOURI NEA COMMITTEES

Except as otherwise noted, committee chairpersons and members are appointed by the President with the advice and consent of the Board of Directors. Some committees also have a board liaison, appointed by the President, and a staff liaison assigned by the Executive Director. Following is a brief description of Missouri NEA standing committees:

The **CONSTITUTION, BYLAWS AND RULES** Committee introduces, interprets, presents and recommends amendments to the Bylaws and Standing Rules of the Association to the Representative Assembly. The Bylaws Committee may also interpret the Bylaws as needed.

The **CREDENTIALS** Committee is responsible for the verification and registration of the delegates to the Representative Assembly, the implementation of all voting procedures of the Representative Assembly, and the certification of election results of the Representative Assembly.

The **HUMAN RIGHTS** Committee is responsible for surveying, researching, and sharing information that will improve and protect the rights of school populations. The Committee shall promote history month celebrations, i.e., Hispanic Heritage Month, Black History Month, etc. The Committee shall coordinate the activities of the Association that are designed to attract and increase minority involvement. In addition, the Committee shall review current and proposed legislation which might have an impact on minorities or civil rights.

The **LEGISLATIVE/RESOLUTIONS** Committee researches, outlines, and presents a legislative program to the November Session of the Representative Assembly. The committee outlines a plan of action to implement the program with teacher involvement. The Committee presents continuing and annual Resolutions for the next fiscal year for adoption at the April Session of the Representative Assembly.

The **WOMEN'S ISSUES** Committee analyzes emerging challenges facing women in the education workplace and recommends strategies for NEA to understand in addressing these challenges in partnership with labor allies. The committee shall promote trainings and workshops in gender equity and women's leadership skills and the awareness of women in history. In addition, the committee is responsible for collecting and disseminating information in the areas of women's health and well-being.

## **MNEA ADVISORY COMMITTEES**

The **COMMUNICATION AND MEDIA** Advisory Committee works to establish effective public relations committees in local affiliates. The committee also assists locals in networking public relations ideas and enhancing the image of the Association and education employees.

The **MEMBER BENEFITS ADVISORY** Committee reviews and recommends for approval by the Board of Directors new special services products, reviews existing special services products, and has a grievance procedure for the purpose of processing complaints of products or services.

The **MEMBERSHIP** Advisory Committee's charges include exploring and recommending effective membership strategies for all categories of membership and ways to assist in building capacity for MNEA and its local affiliates.

The **TEACHING AND LEARNING** Advisory Committee researches, designs and coordinates programs to address current instructional and professional development issues.

## **ELECTED COMMITTEES**

The **MISSOURI NEA-PAC COUNCIL** reviews recommendations of local screening committees for state and federal elections and votes on endorsement recommendations. Endorsement of candidates for federal races must also be approved by the NEA Fund for Children and Public Education. Two members are elected from each Governance District by that district's delegates to the Missouri NEA Representative Assembly. Members serve for staggered, four-year terms.

The **NEA CONVENTION** Committee is responsible for compiling the delegate notebook and planning activities for Missouri NEA's delegates. Members are elected to this committee for the following year by the convention delegates at the last caucus session.

The **PROGRAM, AUDIT AND BUDGET** Committee consists of two members elected by the Board of Directors, and two members elected by the Representative Assembly. The Vice President is Chair of this committee. This committee recommends, prior to the April Session of the Representative Assembly, the annual program budget for review by the Board of Directors and adoption by the Representative Assembly.

## 2019-2020 MNEA BOARD ROSTER

	EXEC. COMMITTEE	ADDRESS	HOME PHONE	CELL	EMAIL ADDRESS
President	PHIL MURRAY	1810 EAST ELM ST, JEFFERSON CITY, MO 65101		800-392-0236	phil.murray@mnea.org
Vice Pres	REBEKA MCINTOSH	1810 EAST ELM ST, JEFFERSON CITY, MO 65101		800-392-0236	rebeka.mcintosh@mnea.org
NEA Dir	PAUL GUESS	6022 NE ANTIOCH RD, STE 3		816-516-1278	paul.guess@mnea.org
NEA Dir	VACANT				
<b>Gov Dist</b>	<b>BOARD MEMBERS</b>				
<b>1</b>	BEV SCHROEDER	1358 TINHOUSE RD, HILLSBORO, MO 63050		314-583-8242	tedebearone@yahoo.com
<b>2</b>	MELISSA ALBRIGHT	4415 N 8th ST, OZARK, MO 65721		417-343-2120	mgalbr67@gmail.com
<b>3</b>	KIRBY NEWPORT	1826 MISSOURI AVE, CARTHAGE, MO 64836	417-793-0122		mercurykn@gmail.com
<b>4</b>	CARRIE BEGEMANN	5255 HWY M, ODESSA, MO 64076	816-230-5715	816-838-5715	carrie1278@hotmail.com
<b>4</b>	VACANT				
<b>5</b>	LISA BALDWIN	11300 N WALNUT STREET, KANSAS CITY, MO 64155		816-785-5379	lisa.baldwin@mnea.org
<b>5</b>	J. ERIC SIMMONS	3006 RUSH AVE, ST. JOSEPH, MO 64506		785-741-4067	eric.simmons@mnea.org
<b>6</b>	DAVID GANEY	1305 EMINENCE DR, JEFFERSON CITY, MO 65101		573-619-1096	david.ganey118@gmail.com
<b>7</b>	THOMAS E. GREENE	1436 SOMERSET SHIRE DR, FLORISSANT, MO 63031		314-413-0251	tgreene.nsd@gmail.com
<b>8</b>	CARMEN HILL	5317 WINSLOW DR, ST. LOUIS, MO 63121		314-297-6941	mscarmen7@yahoo.com
<b>9</b>	MONICA JEFFERSON	92 GREENDALE DR, ST. LOUIS, MO 63121	314-863-3569	314-225-5172	monica.jefferson@mnea.org
<b>9</b>	VICKIE HAYNES	10607 GLEN GARRY RD, ST. LOUIS, MO 63137		618-789-0855	<a href="mailto:msvictorious1@yahoo.com">msvictorious1@yahoo.com</a>
<b>10</b>	FRANCINE HILL	5822 WALNUT CREEK BLVD, ST CHARLES, MO 63304	636-329-0553	636-751-1543	francine.hill@mnea.org
<b>10</b>	DANA ASHER	711 ROLLING WIND DR, O' FALLON, MO 63368		314-805-6772	dasher2365@gmail.com
<b>11</b>	PATRICK C. MCPARTLAND	525 MOULE DR, FLORISSANT, MO 63031	314-830-3011	314-229-2538	pmcpartlandpneabod@gmail.com

## 2019-2020 MNEA BOARD ROSTER

<b>Gov Dist</b>	<b>BOARD MEMBERS</b>	<b>ADDRESS</b>	<b>HOME PHONE</b>	<b>CELL</b>	<b>EMAIL ADDRESS</b>
<b>11</b>	ANDY SLAUGHTER	1885 SUMMITVIEW DR, SAINT CHARLES, MO 63303		573-259-9476	andy.slaughter@mnea.org
<b>Higher Ed</b>	DOUG HURST	5847 LORAN AVE, ST. LOUIS, MO 63109		314-481-2213	douglashurst@att.net
<b>Retired</b>	FRANK X. ROGAN JR	414 W UNION ST, PACIFIC, MO 63069	636-257-4523	314-306-3284	frank.rogan@mnea.org
<b>Student</b>	SARAH PESKAR	7895 S. ENGLE CREEK RD, BARNHART, MO 63012		314-956-9426	sarahpeskar@mail.umsl.edu

## **CONSTITUTION, BYLAWS AND RULES COMMITTEE CHARGES for 2019-2020**

1. To consider how the work of the Bylaws Committee can advance local capacity and increase member involvement in the Association:
  - To review local affiliate bylaws for compliance with Missouri NEA standards of affiliation and make recommendations to the President as needed;
  - To recommend ways to assist locals as they amend and adopt bylaws;
  - To recommend ways to assist locals in implementing the bylaws of the local;
  - To assist in gathering examples of local policies and procedures for purposes of sharing with other locals.
2. To assist the President in interpreting the Bylaws, Rules and election procedures as needed;
3. To consider and recommend amendments and any editorial changes to the Bylaws and Standing Rules of the Association to the Representative Assembly, working in collaboration with the association parliamentarian;
4. To review the MNEA Bylaws for compliance with NEA requirements and for editorial cleanup;
5. To recommend election procedures for MNEA state delegate candidates to the NEA-RA;
6. To update the per issue cost of the Something Better publication (Article I, Section 6).

## CONSTITUTION, BYLAWS AND RULES COMMITTEE MEMBERS

DOUG HURST CHAIR	ST LOUIS COMMUNITY COLLEGE	(314) 481-2213	douglashurst@att.net
KIRBY NEWPORT BOARD LIAISON	CARTHAGE EDUCATION ASSOCIATION	(417) 793-0122	mercurykn@gmail.com
MARY REED	PATTONVILLE ESP	(314) 640-9832	mreed@psdr3.org
MONICA MILLER	COLUMBIA MNEA	(573) 808-5757	mmill83@aol.com
JASON STELIGA	PARK HILL NEA	(816) 868-0469	jason.w.steliga@gmail.com
SONJA MARIE BURKE	MNEA RETIRED	(314) 620-0188	sonjamarie1@yahoo.com
REBEKA MCINTOSH	MNEA VICE PRESIDENT	(800) 392-0236	Rebeka.McIntosh@mnea.org
DEEANN AULL STAFF LIAISON	MNEA EXECUTIVE DIRECTOR	(800) 392-0236	DeeAnn.Aull@mnea.org
VIRGINIA BERBERICK	PARLIAMENTARIAN		virginiaberberick@earthlink.net

## **COMMUNICATION AND MEDIA ADVISORY COMMITTEE CHARGES for 2019-2020**

1. To consider how the work of the Communication and Media Advisory Committee can advance local capacity and increase member involvement in the Association:
  - To make recommendations on materials that local leaders could use to help celebrate National Teacher Day, National School Nurse Day, National ESP Day, AEW and Read Across America.
  - To review MNEA membership materials.
  - To assist locals in developing communications programs that will help them achieve their goals.
2. To maintain a list of MNEA locals that use social media.
3. To assist with image item sales at MNEA events and to recommend additional image items to add to the inventory;
4. To read and recommend the winning grant applications for the PR grants;
5. To coordinate the MNEA/Missouri Bar Young Lawyers' Section essay contest project;
6. To serve an advisory role in helping to broaden MNEA's outreach and member participation in social media;
7. To serve on an advisory board on MNEA communication projects as necessary.



## COMMUNICATION AND MEDIA ADVISORY COMMITTEE MEMBERS

DAVID HOPE CHAIR	SPECIAL DISTRICT-NEA	(636) 717-0500	dh64080@hotmail.com
BEVERLY SCHROEDER BOARD LIAISON	NORTHWEST EDUC ASSN	(314) 583-8242	tedebearone@aol.com
TREENA MURRAY	POPLAR BLUFF MNEA	(573) 718-9911	33tmurray@gmail.com
JESSICA CRAWFORD	NORTH CALLAWAY/KGDM	(573) 387-4046	jcrawford@nc.k12.mo.us
CHERYL LANDRUM DEBRA BECKMAN STAFF LIAISON	HICKMAN MILLS NEA MNEA HEADQUARTERS	(913) 326-4397 (800) 392-0236	dancermom2010@gmail.com debra.beckman@mnea.org

## **CREDENTIALS COMMITTEE CHARGES for 2019-2020**

1. To verify and register delegates to the Representative Assembly;
2. To develop and implement all voting procedures of the Representative Assembly;
3. To certify Representative Assembly election results.

## CREDENTIALS COMMITTEE MEMBERS

MARCIA PETRUS CHAIR	WENTZVILLE NEA	(636) 359-1858	marciapetrus@me.com
CARRIE BEGEMANN BOARD LIAISON	ODESSA MNEA	(816) 838-5715	carrie1278@hotmail.com
TRESINA ALVESTED	ODESSA MNEA	(816) 230-4450	salvested@yahoo.com
THOMAS BAMVAKAIS	SPECIAL DISTRICT-NEA	(314) 487-8279	tbamvakais@charter.net
JESSICA CRAWFORD	NORTH CALLAWAY/KGDM	(573) 387-4046	jcrawford@nc.k12.mo.us
CARMEN HILL	NEA ST LOUIS	(314) 381-6464	mscarmen7@yahoo.com
CHERYL LANDRUM	HICKMAN MILLS NEA	(913) 326-4397	dancermom2010@gmail.com
DIANE LIVINGSTON	MISSOURI NEA LIFE RETIRED	(314) 438-0555	dlivingston@hnea.org
JACQUELINE MCGILL	JENNINGS COMM TA	(314) 537-0947	jmteacher@yahoo.com
DONNA RUDROFF	MISSOURI NEA LIFE RETIRED	(314) 651-1783	drudroff@hotmail.com
CONNIE STEINMETZ VIRGINIA BERBERICK PARLIAMENTARIAN	HAZELWOOD NEA	(314) 799-2196	csteinmetz@hnea.org virginiaberberick@earthlink.net
ROXANE BLY STAFF LIAISON	MNEA HEADQUARTERS	(573) 644-9606	roxane.bly@mnea.org

## **HUMAN RIGHTS COMMITTEE CHARGES for 2019-2020**

1. To consider how the work of the Human Rights Committee can advance local capacity and increase member involvement in the Association:
  - To develop a list of recommendations for how MNEA members could be involved in community projects on Martin Luther King, Jr.'s birthday holiday (These recommendations could include but not be limited to: donating food to area food banks, working in a food kitchen, attending a commemoration service);
  - To evaluate the effectiveness of the guidelines developed to recognize local association efforts to involve minority members and recommend any revisions to the MNEA Board of Directors. (Set a goal for the number of submissions for recognition at the MNEA Spring RA);
  - To recommend resources available to members on human rights, multicultural awareness, bullying and gender equity and promote ideas for year-round recognition and celebration of diversity;
  - To assist MNEA in determining how to evaluate the effectiveness of the Diversity poster;
2. To review the MNEA Bylaw 3-1(g) Plan at every meeting and make recommendations regarding how to promote discussion and understanding for increasing minority member participation in the association;
3. To develop and implement ideas among members to promote contributions to the HOPE Fund;
4. To judge the Dr. Martin Luther King, Jr. Poster/Essay Contest entries;
5. To promote and select the winner of the Gilbert Balderrama Scholarship.

## HUMAN RIGHTS COMMITTEE MEMBERS

JOWANDA BOZEMAN CHAIR	MISSOURI NEA LIFE RETIRED	(636) 225-9434	jwaenochs@gmail.com
CARMEN HILL BOARD LIAISON	NEA ST LOUIS	(314) 381-6464	mscarmen7@yahoo.com
JENNIFER CLOSSUM	PARKWAY NEA	(314) 909-0089	jclossum1@me.com
ANYISA EVANS	FORT ZUMWALT EDUC ASSN	(636) 240-2072	evanshome@charter.net
FRANCINE HILL	FRANCIS HOWELL E A	(636) 751-1543	francineh@charter.net
CORNELIA LEVELS	MISSOURI NEA LIFE RETIRED	(314) 504-4509	cornelia-levels@sbcglobal.net
JANE SYKES	NEA ST LOUIS	(314) 652-8678	jsykesrn1@hotmail.com
LISA BLAHA STAFF LIAISON	MNEA ST LOUIS REGIONAL OFFICE	(800) 392-0236	lisa.blaha@mnea.org

## **LEGISLATIVE/RESOLUTIONS COMMITTEE CHARGES for 2019-2020**

1. To research, outline and recommend a legislative platform at the September meeting of the MNE Board of Directors for recommendation to the MNEA Fall Representative Assembly.
2. To specifically review the Legislative Platform to ensure it sets forth the state legislative program in a manner that facilitates the accomplishment of strategic objectives in pursuit of the Association's mission:
3. To outline a plan of action to implement the MNEA Legislative Program with member involvement;
4. To determine whether updates need to be made following the approval of the Legislative Platform;
5. To determine how changes to the Legislative Platform impact the Resolutions document;
6. To develop, amend and recommend a continuing annual Resolutions document at the October meeting of the MNEA Board of Directors for recommendation to the MNEA Spring Representative Assembly;
7. To specifically review the Resolutions document and determine any changes that need to be made in order to ensure all planks are set forth as general concepts in clear, concise language and are broad in nature, stating the wide-ranging positions of the Association positively and without ambiguity; and
8. To update the Resolutions document to reflect any changes that occur at the national level.

## LEGISLATIVE/RESOLUTIONS COMMITTEE MEMBERS

MELISSA ALBRIGHT CHAIR	SPRINGFIELD-NEA	(417) 343-2120	mgalbr67@gmail.com
ANDY SLAUGHTER BOARD LIAISON	MERAMEC VALLEY NEA	(573) 259-9476	andy.slaughter@mnea.org
SCARLET CORMACK	SPRINGFIELD NEA	(812) 786-5745	shartman7872@gmail.com
JANETTE COLQUITT	SPECIAL DISTRICT-NEA	(636) 395-7490	jnetcolquitt@gmail.com
NETTY DOYLE	INDEPENDENCE NEA	(816) 977-9969	inabetterplace18@gmail.com
WENDY KLINE	INDEPENDENCE NEA	(816) 269-2409	classicfind@gmail.com
KATE KRAYBILL	BLUE SPRINGS NEA	(636) 699-7650	kannekray67@gmail.com
CHRISTINA MELLY	RITENOUR NE	(314) 324-5091	christina.a.melly@gmail.com
AMANDA MINEAR	COLUMBIA MNEA	(573) 698-4815	alf8tc@mail.missouri.edu
TARA MUELLER	SPECIAL DISTRICT-NEA	(314) 225-7080	tntmuellerhome@gmail.com
EMILY NEAL	ST LOUIS COMMUNITY COLLEGE	(617) 308-3725	emilyneal0@gmail.com
ANNETTE TRANTANELLA	SPECIAL DISTRICT-NEA	(314) 488-0771	amtslp@gmail.com
MICHAEL VIERLING	COALITION OF GRADUATE WORKERS	(314) 313-6762	mmvgriffin@gmail.com
DOROTHY WALK	MISSOURI NEA LIFE RETIRED	(816) 554-4919	dwalk1@kc.rr.com
DEEANN AULL STAFF LIAISON	MNEA HEADQUARTERS	(800) 392-0236	deeann.aull@mnea.org
OTTO FAJEN STAFF LIAISON	MNEA HEADQUARTERS	(800) 392-0236	otto.fajen@mnea.org
PATRICK LAYDEN STAFF LIAISON	MNEA ST. LOUIS REGIONAL OFFICE	(800) 392-0236	patrick.layden@mnea.org

## **MEMBER BENEFITS ADVISORY COMMITTEE CHARGES for 2019-2020**

1. To consider how the work of the Member Benefits Advisory Committee can advance local capacity and increase member involvement in the Association:
  - To recommend strategies to educate members and local associations about available Member Benefits services and programs. These strategies would include timelines, training, materials, communications and suggestions for both governance and staff to use in making the Member Benefits program a greater membership recruiting and retention tool for MNEA.
2. To review and recommend to the Board of Directors new Member Benefits products;
3. To review existing Member Benefits products and recommend improvements to the Board of Directors.



## MEMBER BENEFITS ADVISORY COMMITTEE MEMBERS

MATT AGEE CHAIR	MERAMEC VALLEY NEA	(314) 348-5505	coachagee@hotmail.com
J. ERIC SIMMONS BOARD LIAISON	ST JOSEPH EDUC ASSN	(785) 741-4067	artguy08@hotmail.com
RACHELLE BANHART	LEXINGTON	(816) 797-4377	rachellebanhart@gmail.com
KRYSTAL DOVER	POPLAR BLUFF MNEA	(573) 718-6851	krystaldoover83@icloud.com
WENDY NEPEAN	POPLAR BLUFF MNEA	(573) 321-0385	wnepean@yahoo.com
REBECCA PORTWOOD	DESOTO NEA	(314) 320-8669	rportwood6@gmail.com
PAM KOETTING STAFF LIAISON	MNEA HEADQUARTERS	(800) 392-0236	pam.koetting@mnea.org

## **MEMBERSHIP ADVISORY COMMITTEE CHARGES for 2019-2020**

1. To review Board Policy 6.17 – Membership Recognition Program – and make recommendations to the Board of Directors.
2. To consider how the work of the Membership Advisory Committee can advance local capacity and increase member involvement in the Association:
  - To explore and recommend effective membership strategies for targeted locals;
  - To recommend ways to strengthen connections and participation between local associations and MNEA;
  - To review any member data available to determine its implications for MNEA members and membership and to utilize that data to increase membership potential;
  - To review MNEA membership materials and provide input;
  - To recommend strategies and components of membership training for participants at appropriate MNEA functions.
3. To review the framework, systems, processes and resources to regions that currently exist in order to provide input that will result in increased membership.

**MEMBERSHIP ADVISORY COMMITTEE MEMBERS**

JENNY STOGSDILL CHAIR	MERAMEC VALLEY NEA	(636) 584-7630	jenny99tony@gmail.com
PAT MCPARTLAND BOARD LIAISON	PARKWAY NEA	(314) 229-2538	pmcpartlandpneabod@gmail.com
VICTORIA JOYCE	HICKMAN MILLS NEA	(816) 590-4205	twowheelers@comcast.net
JANE MCPARTLAND	HAZELWOOD NEA	(314) 229-2893	janemcpartland@att.net
CHASITY YOUNG STAFF LIAISON	MNEA KC REGIONAL OFFICE	(800) 392-0236	chacity.young@mnea.org

## **NEA CONVENTION COMMITTEE CHARGES for 2019-2020**

1. To plan activities to foster enthusiasm for, and build camaraderie at the national convention;
2. To provide a support system for all delegates, especially new delegates and those attending alone;
3. To provide timely information for national convention delegates;
4. To plan convention activities which present a positive image of Missouri and our delegation.

## NEA CONVENTION COMMITTEE MEMBERS

MICHELLE SHEPARD CHAIR	COLUMBIA MNEA	(660) 473-5415	michelleshepard@charter.net
THOMAS GREENE BOARD LIAISON	HAZELWOOD NEA	(314) 413-0251	tgreene.nsd@gmail.com
JOY BANKS	GRANDVIEW NEA	(816) 437-4515	jlbanks1989@gmail.com
LESLIE GOODWIN	NORTH KANSAS CITY NEA	(816) 500-6646	leslie.goodwin@live.com
STACEY MITCHEM	INDEPENDENCE NEA	(816) 522-5623	stacey_mitchem@idschools.org
CONNIE STEINMETZ	HAZELWOOD NEA	(314) 799-2196	csteinmetz@hnea.org
DENNIS TABB	FERGUSON FLORISSANT NEA	(314) 262-5349	dennistabb@att.net
ALEXANDER LEE-HENG TAI	COLUMBIA MNEA	(573) 825-7183	alexander.l.tai@gmail.com
CHERAE PARNELL WEST PAM KOETTING STAFF LIAISON	SPECIAL DISTRICT-NEA MNEA HEADQUARTERS	(636) 675-4733 (800) 392-0236	cheraeparnell@gmail.com pam.koetting@mnea.org

## **PROGRAM, AUDIT AND BUDGET COMMITTEE CHARGES for 2019-2020**

1. To recommend the annual budget for review by the Board of Directors and adoption by the Representative Assembly;
2. To review the annual auditor's report and 990 Form, present the highlights of the report and form, and make recommendations to the Board of Directors;
3. To review the current budget and present adjustments to the Board of Directors for adoption;
4. To use member feedback to recommend ways to make the Budget document more user-friendly.

## PROGRAM, AUDIT AND BUDGET COMMITTEE MEMBERS

REBEKA MCINTOSH CHAIR	MNEA VICE PRESIDENT	(800) 392-0236	Rebeka.McIntosh@mnea.org
LAURA BAKER RA ELECTED	ROCKWOOD NEA	(314) 392-1277	bakerlaural@yahoo.com
JAMES DYE RA ELECTED	NORTH KANSAS CITY NEA	(309) 371-3609	james.dye@nkcnea.org
FRANCINE HILL BOARD ELECTED	FRANCIS HOWELL EA	(636) 751-1543	francineh@charter.net
KIRBY NEWPORT BOARD ELECTED	CARTHAGE EDUCATION ASSOCIATION	(417) 793-0122	mercurykn@gmail.com
KAREN STRUEMPH STAFF LIAISON	MNEA HEADQUARTERS	(800) 392-0236	karen.struemp@mnea.org
DEEANN AULL STAFF LIAISON	MNEA HEADQUARTERS	(800) 392-0236	deeann.aull@mnea.org

## **TEACHING AND LEARNING COMMITTEE CHARGES for 2019-2020**

The teaching and learning committee meets twice a year, and plans to increase member involvement in the association by using ad hoc subcommittees around specific topics. This will allow the organization of fluid groups of members with interest or expertise in specific areas to work over a shortened time period using electronic tools.

1. To engage members to:
  - Assist MNEA members on the Missouri Advisory Council for Certification of Educators by providing input and feedback, and applying to serve on DESE committees when opportunities open;
  - Provide feedback on proposed Missouri Department of Elementary and Secondary Education rules and regulations as needed;
  - Provide feedback on issues under consideration by the State Board of Education;
  - Organize other members to submit comments on state or national issues as needed.
2. To organize National Board-Certified teachers to:
  - Promote participation in the National Board process;
  - Share their expertise with other members through the Missouri NEA Online Professional Development Series;
  - Participate in the MNEA NBCT Network.
3. To organize members of local Professional Development Committees to advocate for professional learning needs of their buildings and districts. The first step will be facilitating state-wide communication among PDC members;
4. To assist in facilitating and evaluating support for new teachers, including:
  - The Beginning Teacher Assistance program;
  - Methods and programs locals can use to organize new teachers;
  - Share resources in their building and local.
5. To promote and select the winners of the Cochran and Educators Rising Scholarships;
6. To review and make recommendations regarding how the MNEA Teaching and Learning program can advance local organizing capacity;
7. To monitor and provide information to members regarding the implementation of ESSA in Missouri.



## TEACHNG AND LEARNING COMMITTEE MEMBERS

TRESINA ALVESTED CHAIR	ODESSA MNEA	(816) 230-4450	salvested@yahoo.com
LISA BALDWIN BOARD LIAISON	NORTH KANSAS CITY NEA	(816) 785-5379	jjlbaldwin@sbcglobal.net
SHALYN COPAS	POPLAR BLUFF MNEA	(573) 872-7453	shalyncopas@gmail.com
JESSICA GORDON	POPLAR BLUFF MNEA	(314) 623-9618	jdry95@gmail.com
KARI HELD	FORT ZUMWALT EDUC ASSN	(636) 577-2485	karisu1062@gmail.com
LISA KICKBUSCH	PATTONVILLE NEA	(314) 324-3906	trublu21b@netscape.net
LIEDA SHADWICK	RIVERVIEW GARDENS NEA	(618) 344-7736	dlvshad3@prodigy.net
ANN JARRETT STAFF LIAISON	MNEA HEADQUARTERS	(800) 392-0236	ann.jarrett@mnea.org

## **WOMEN'S ISSUES COMMITTEE CHARGES for 2019-2020**

1. Continue analyzing emerging challenges facing women in the education workplace with a focus on pay equity, reproductive health and medical-related issues, and single parent health care/child care issues.
2. Outline an action plan for promoting Women's History month and year-round celebration of girls and women. Continue compiling and sharing a list of resources to support Women's History month.
3. Provide ongoing recommendations on the national Social and Racial Justice Conference Planning Committee through the WIC chair.
4. Develop recommendations that are aligned with NEA's two strategic goals: Strong Affiliates for Educator Voice and Empowerment and Empowered Educators for Successful Students.
5. Recommend training in women's leadership skills, workplace readiness, campaigning for public office, and other issues regarding women as needed.
6. In coordination with or at the request of the legislative director, promote action in support of or in opposition to proposed legislation that might have a direct impact on women.

## WOMENS ISSUES COMMITTEE MEMBERS

JOYCE BLUETT CHAIR	MNEA RETIRED	(816) 314-825-2074	joyce_bluett@yahoo.com
MONICA JEFFERSON BOARD LIAISON	SPECIAL DISTRICT-NEA	(314) 225-5172	monij175@sbcglobal.net
JOY BANKS	GRANDVIEW NEA	(816) 437-4515	jlbanks1989@gmail.com
CARRIE BEGEMANN	ODESSA MNEA	(816) 838-5715	carrie1278@hotmail.com
JAMIE BUCHNER	FORT ZUMWALT EA	(314) 277-4317	kylesmom002000@yahoo.com
MONICA CIFALDI	TROY NEA	(636) 751-9821	monica.cifaldi@gmail.com
LILLIAN HAYNES	FORT ZUMWALT EA	(314) 952-5070	lmyers6592@aol.com
VICKIE HAYNES	SPECIAL ED EMPLOYEES	(618) 789-0855	msvictorious1@yahoo.com
LINDA JACKSON	SPECIAL ED EMPLOYEES	(314) 280-7577	knox936@gmail.com
PAMELA MARTIN	NORMANDY NEA	(314) 585-7122	pamelayvettemartin@gmail.com
CHERAE PARNELL WEST	SPECIAL DISTRICT-NEA	(636) 675-4733	cheraeparnell@gmail.com
KIM PIEL	TROY NEA	(636) 841-9748	kimpiel76@gmail.com
ALICE FLOROS STAFF LIAISON	MNEA ST LOUIS REGIONAL OFFICE	(800) 392-0236	Alice.Floros@mnea.org