

**MEMORANDUM**

**TO:** 2021 NEA RA Delegates  
**FROM:** Shelli Long, State Coordinator  
**DATE:** June 3, 2021  
**RE:** 2021 NEA Virtual RA

**IMPORTANT INFORMATION**

**FIRST, it is imperative for us to know if you will not be participating in the NEA Virtual RA. If you are not, please reply to this message now so we can remove your name from our list and NEA's roster!**

Please be sure to read any emails you receive from the NEA and visit <https://ra.nea.org/> for any changes to event dates or process changes.

**NEA Delegate Registration**

- ALL delegates must register themselves with NEA using the instructions emailed from NEA. If you have any issues with that process, contact [RASupport@nea.org](mailto:RASupport@nea.org) and do this now.
- NEA will continue to send a weekly email to those who have not registered. Please register immediately.

**First-time Michigan NEA RA Delegates**

An email will be sent to all Michigan first-time delegates with a PowerPoint presentation explaining the NEA RA process.

**Schedule – June 30-July 3, 2021 (meetings could run longer than noted)**

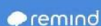
9-10:30 a.m. Michigan Strategy Committee (Zoom meeting link will be emailed to committee members prior to June 30)  
Noon-1:30 p.m. Michigan Caucus Meeting (Zoom Webinar link will be emailed prior to June 30)  
The caucus meetings will be conducted just like the MEA RA was via webinar in April  
2-8 p.m. NEA Virtual RA

**Delegate Swag & Snacks**

MESSA and MEA Financial Services will be mailing delegates a little swag and, in a separate email, explaining how each delegate can receive treats of their choice from SnackMagic to enjoy during the virtual RA sessions. We thank MESSA & MEAFS for their continued support of Michigan's NEA RA delegates!

**NEA Fund for Children and Public Education Contribution**

All delegates are strongly encouraged to make a voluntary contribution of at least **\$200** for the NEA Fund for Children and Public Education. The attached letter will explain this and the silent auction in further detail.

**Texting App for MEA President Herbart**

Please join the Remind app to share updates and reminders for the Michigan delegation during the NEA Virtual RA from MEA President Herbart. Text @nearamich to 81010.

**Attachments:**

Now That You're A Delegate (pp. )  
NEA Fund Letter – PAC & Silent Auction (pp. )

Michigan's Board, NEA RA Strategy Committee, NEA RA Coordinators  
& NEA RA Resolutions Lists (pp. )

# Now That You Are a Delegate . . .

Here's everything you need to know to do your job well.

## Functions of the RA

The NEA Representative Assembly is the legislative and policy making body of the Association. It is here that the concepts, policies and beliefs of the states converge and ultimately coalesce as a unified national program of action.

## The Representative Assembly

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- a. Establishes Association policies and objectives;
- b. Elects the President, the Vice President, the Secretary-Treasurer, the at-large members of the Board of Directors, and the members of the Executive Committee;
- c. Adopts the budget;
- d. Approves or ratifies the establishment of subsidiary corporate structures;
- e. Exercises final authority in all matters of the Association;
- f. Amends the Constitution and Bylaws;
- g. Adopts the rules and agenda governing its meeting; and
- h. Enacts such other measures as may be necessary to achieve the goals and objectives of the Association, which are not in conflict with the Charter, Constitution or the Bylaws.

## Your Role

The success of this Assembly and the effectiveness of its actions rest with you—the delegate.

As a delegate, you represent your constituents. Although you may arrive well-informed, listen to issues carefully, with an open mind, and vote for the good of both the Association and the profession as a whole. By judiciously engaging in the art of political compromise, you help to develop policies on a national basis.

## Attendance

As a delegate **you are expected to attend all of the Assembly business sessions**, be present to vote and to help establish the policies of the NEA. Anyone unable to stay through the full convention should not accept the responsibility of being a delegate since he or she would be unable to fulfill their obligations to the Association.

Equally important are the Michigan caucus meetings where issues are explained and discussed, questions answered and positions formed for final action on the Assembly floor.

## Before You Attend the RA

Study the NEA Constitution and Bylaws to familiarize yourself with their provisions. (You might also want to refresh your memory on Robert's Rules of Order.) In addition, the NEA Standing Rules have been changed specifically for this virtual RA and you are encouraged to review those at <https://ra.nea.org/>

Review the NEA proposed budget, resolutions and other action items in that are posted on the NEA website at <https://ra.nea.org/>

## After You Attend the Virtual RA

It is difficult to describe the workings of the Assembly to those who did not attend. However, as a delegate it's your responsibility to report to your constituents on the basic decisions that the Assembly makes and to try to relate how different points of view emerged and how controversies were resolved. Keeping your constituents informed and involved is a major part of your responsibility as a delegate.

## Credentials (Registration)

Follow the instructions on the emails you receive from the NEA and please register immediately.

## Money/Fundraising

The Assembly is a wonderful experience as well as a lot of fun. It can also be expensive. In addition to any personal expenses you may incur, there are also many requests for voluntary donations to worthwhile causes. **Each delegate is encouraged to voluntarily contribute at least \$200 to the NEA Fund for Children and Public Education.** An average contribution of at least \$200 per delegate is needed. More important to meeting the goal is that 100 percent of the delegates participate.

## State Registration - IMPORTANT

Let us know by replying to this email if you will NOT be attending the NEA Virtual RA. **We need to know how many Michigan delegates we have actually attending ASAP – no later than June 9.**

## How to Get Michigan Caucus Support for Your Position

Contact Strategy Committee members and/or the caucus chairperson (the MEA officers) and request your item to be

placed on the morning caucus agenda.

Personally contact other Michigan delegates to inform and convince them of your position.

Present your position to the caucus. If it is supported, it becomes a Michigan position and the entire Michigan caucus will work for it on the Assembly floor. Michigan leadership will work with you in presenting the position. If the caucus rejects your position, you may still advocate it as an individual.

### **Motions**

The Assembly is a very formal business meeting and follows Robert's Rules of Order. NEA has posted a condensed version on <https://ra.nea.org/>. Please review and listen to the instructions NEA provides for this virtual event.

Each day of the RA, an online newspaper called *RA Today* is created. As well as feature articles, the *RA Today* provides all NEA business that the body will consider. It is very important that you review this for reference at caucus and general sessions.

### **Do You Wish to Speak?**

When a motion has been made and seconded and a delegate has been recognized, you may speak to the motion. Be sure to reference the 2021 Standing Rules on <https://ra.nea.org/> for how this will take place virtually as it may be different than the usual process when we are in person where within the delegation area, there will be a person who monitors a phone connected to the front of the floor. If you wish to speak, ask that person for a form and indicate whether you want to:

- Speak in favor
- Speak in opposition
- Move to amend (delete and/or substitute)
- Move to table
- Move to refer to committee
- Ask for a point of information or a point of order
- Move the previous question (close debate)

Any member of the MEA leadership will be happy to help you with this process.

### **Making Decisions and Voting**

#### **Voice on the "Floor" - Virtual**

Instructions for voting virtually will be explained by the NEA. If a decision on how to vote on an item that was not discussed during the Michigan Caucus meeting(s), a message will be sent via Remind from MEA President Paula Herbart.

#### **Secret Ballot Voting**

The NEA will explain voting procedures.

### **Special Events**

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Any special events will be posted on <https://ra.nea.org/>

### **See It Through**

Business sessions may be prolonged. However, important decisions often come at the end of a session, and a single delegate's absence may result in the lack of a quorum. Although there are many delegates to the Assembly, it is surprising how many votes are close. You owe it to yourself, to your members, and to the state and national associations to stay with the session until the adjournment gavel falls.

Much business is conducted on the last day of the Assembly. The Assembly will not end until everything is dealt with.

### **Need Help?**

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Not to worry. Any of these experienced individuals can help you out:

- Your region coordinator
- MEA Executive Office staff and the state coordinators:
- Shelli Long ([slong@mea.org](mailto:slong@mea.org)) and Mike Ostertag ([mostertag@mea.org](mailto:mostertag@mea.org)) during the Assembly.
- Your region MEA Board of Directors member.



Dear NEA RA Delegates,

Welcome to the 2021 Representative Assembly! I was so looking forward to seeing your smiling faces in person! But alas, it is not to be this year. Don't worry, we'll still be working to make our PAC fundraising as fun as possible. Last year we had the pleasure to see our PAC donations at work in a national election that helped us get rid of Betsy DeVos, on top of prior state elections that gave us a governor, attorney general, and secretary of state that care about public education and protecting our voting rights. Your PAC donation directly impacts our ability to support pro-education candidates at the federal and state levels.

Moving to a virtual RA has made PAC a whole new adventure! But don't worry, we have a few tricks up our sleeves. We will again be utilizing our dedicated Michigan RA Delegation Facebook page. Please feel free to post your pictures, comments, and questions on this page. We will try to keep it updated with important information for you. You can search Facebook for "MI NEA RA Delegates" or use the following link: <https://www.facebook.com/groups/142269028000173/>. We will also be utilizing Hustle to text information to delegates.

Our silent auction will be online again this year! In order to make our auction a success, we need your donations. Delegates are encouraged to donate items. We also ask that each region donate at least one item to be auctioned off. The more donations we have, the more PAC funds we raise!

To donate an item:

- **Please fill out the online donation form [HERE](#).**
- Mail your item to MEA HQ at 1216 Kendale Blvd., East Lansing, MI 48823.  
Label packages ATTN: NEA-RA PAC.  
**(Please use UPS as it guarantees the timeliest arrival)      OR**
- If you live in Metro Detroit, contact Michelle Woodman at 586-321-0047 to arrange a pick-up or drop-off.      OR
- If you are willing to ship your item to the buyer yourself, let us know. Please ship the item via UPS or another trackable method.

\*When selecting items to donate this year, please remember all items must be shipped to the buyer. We recommend shipping the items via UPS or another trackable method. Suggestions of new items that are very popular --- bags, purses, electronics, jewelry, anything Michigan themed/made, college and pro team-related items, wearable items like scarves and fun socks.

### **During the RA:**

Donations to the NEA Fund for Children and Public Education (our national PAC) can be made at <https://www.neafund.org/> at any time. All donations are voluntary, but we are asking that you give the following minimum suggested amounts. These amounts are suggested for a reason. We need to have influence in order to make necessary changes to our legislature, and to lobby proactively for what is right for our students and the future of public education. Influence takes money, which is why we are asking that you donate to PAC.

- RA delegates – \$200 minimum contribution OR get five (5) MEA members/household members to sign up for a \$10 recurring contribution using a PACTivist page ([www.edvotes.org/fundraise](http://www.edvotes.org/fundraise)).  
\* This is replacing the GOpages. All contributions made on GOpages have been counted towards your total.
- MEA Board members, NEA coordinators, and NEA Resolution Committee members – \$250 minimum contribution.
- MEA officers and NEA directors – \$500 minimum contribution.

All contributions to the NEA Fund from July 15, 2020 through the end of this year's RA count toward your total. June 2020 recurring NEA Fund contributions will also be counted towards your fundraising total. June 2021 recurring contributions *may not* be included in the NEA RA fundraising total so we highly recommend delegates donate directly at the NEA site now thru the RA. Only contributions to the NEA Fund count toward your total—MEA PAC contributions do not count. Region Coordinators will have a list of previous donations for reference. We are aware that there will be discrepancies in the reporting. Please reach out to me with questions.

This year's PAC incentives:

- \$200 – T-Shirt
- \$500 & \$1,000 – More info to come (NEA promised they'd be great!)
- Five (5) recurring donations of \$10 or more on your PACTivist page – T-Shirt and a cash prize

We completely kicked butt last year! I was so proud of the generosity of our delegates despite the new online format. Last year we ranked fourth in the country. I know we can keep up our Michigan donation energy and have a STRONG donation presence for the NEA Fund for Children. Our goal is 100 percent participation!

Thank you for ALL that you do for our members, our communities, and most importantly our students!

Sincerely,

Michelle Woodman  
State PAC Captain  
[shell333@gmail.com](mailto:shell333@gmail.com)  
586-321-0047



## Creating your PACTivist Page

PACTivist Pages are personal fundraising pages created by you to raise money for the NEA Fund. Each dollar you raise on your page will be credited toward your goal for the 2021 Representative Assembly. Supporting the NEA Fund and spreading the word by sharing your page with others is vital to supporting public education and electing state and federal candidates who share our values. Here's how you get started!

**NEA PACTivist Zoom Training available Thursday, June 3<sup>rd</sup> at 8 pm!**

<https://nea-org.zoom.us/j/93164910046?pwd=VnU4RmZvbVRZZG9MbUJNUZGdGaExUdz09>

### Step 1 – Click Here

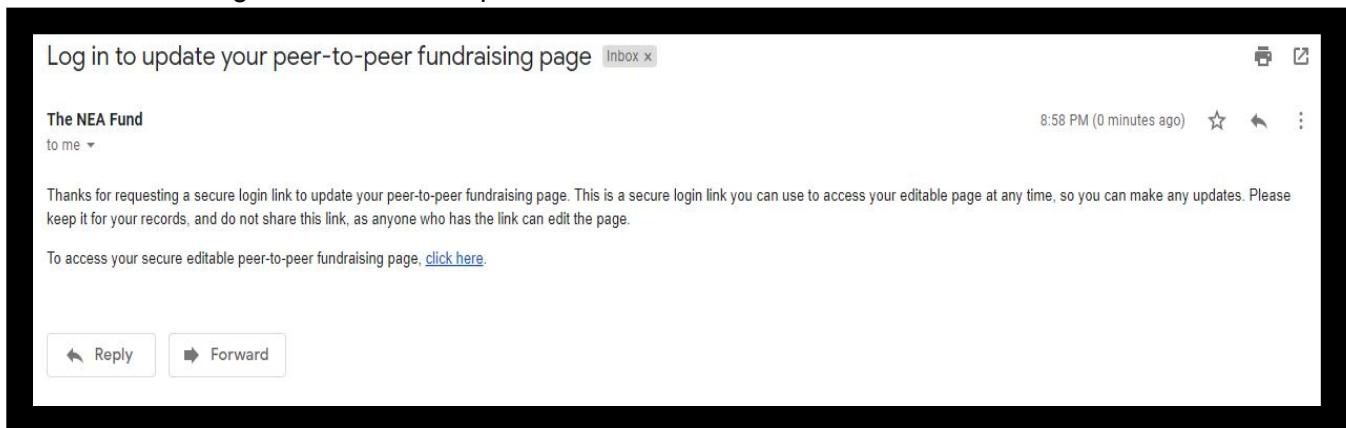
[www.edvotes.org/fundraise](http://www.edvotes.org/fundraise)

### Step 2 – Complete Form

Complete the form and don't forget to check the acknowledgment.

### Step 3 – Check your email

You will receive the following email. Please read it carefully. This email contains a link. This link is for you to ACCESS your page and EDIT it. When you've created a personal PACTivist Page, there is no need to login to edit or check on your page. Again, you will use the link provided in the email you receive after completing the form. See the image below for a sample of the email.



### Step 4 – Click the link in the email

Click the link in the email you received after signing up. This link will take you to the following web page.

## Welcome.

Use this page to manage your fundraising preferences.

### Fundraising Page

[Copy Link](#)

Your fundraising page link:

[https://secure.everyaction.com/P2P/iPNVWaW\\_hU-OvJosQBEPQ2/YrSxtwgHEuW9QAVXQOv\\_A2](https://secure.everyaction.com/P2P/iPNVWaW_hU-OvJosQBEPQ2/YrSxtwgHEuW9QAVXQOv_A2)

[Share 0](#) [Tweet](#)

### Fundraising Goal

[Edit](#)

Amount Raised

\$0.00

toward \$100.00 goal

Supporters

0

### About

[Edit](#)

#### Welcome to My Fundraising Page

If we want to fire Betsy DeVos and give the students in our area the leadership they deserve, we need to elect champions who will fight for our neighborhood public schools.

The NEA Fund for Children and Public Education is fueled by educators like you and me, coming together to fight for real leaders at the federal and state level, regardless of political party.

Powered by NGP VAN

- At the top of the page is your personal PACTivist Fundraising page link. This is the link you will share when you ask for contributions. When someone clicks on this link, they will be taken to your PACTivist Page to make a contribution.
- The next section is to update your fundraising goal.
- In the “About” section you can edit and put anything you’d like here. The best thing to say is why you support the PAC and why it’s important to you!

## Step 5 – Raise Money!

That’s it, you’ve done it and now you can raise money! Email your colleagues and family members and ask them to join you in supporting public education champions running for office. Here are a few reminders:

- Money given on a PACTivist Page is *credited* to the owner of the page for internal NEA fundraising activities only. All contributions are filed with the Federal Elections Commission as donated by the contributor.
- Only NEA members and their household family members can give to the NEA Fund.

Contributions to the NEA Fund are not deductible as charitable contributions. Contributions to the NEA Fund are voluntary and will be used for political purposes. Making a contribution is neither a condition of employment nor membership in NEA, and members have the right to refuse to contribute without reprisal. A member may contribute more or less than the suggested amount, or may contribute nothing at all, without it affecting membership status, rights or benefits in NEA or any of its affiliates. Federal law requires NEA to use its best efforts to collect and report the name, mailing address, occupation and employer for each individual whose contributions aggregate in excess of \$200 in a calendar year.

## MEA OFFICERS

President	Paula Herbart	pherbart@mea.org
Vice President	Chandra Madafferri	cmadafferri@mea.org
Secretary-Treasurer	Brett Smith	brsmith@mea.org
Executive Director	Mike Shoudy	mshoudy@mea.org

## MEA BOARD OF DIRECTORS (as of 6/1/21)

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2	John Heilman	jheilman@mea.org
2	Dawn Pierz	dpierz@mea.org
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6	Maryanne Levine	mlevine@mea.org
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### LIAISONS TO THE MEA BOARD OF DIRECTORS

MEA-Retired	Kay Walker Telma	kaywalk54@gmail.com
Aspiring Educators of Michigan	Brittany Perreault	brittperreault17@gmail.com

### NEA DIRECTORS

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7	Robyn O'Keefe	rokeefe@mea.org
8	Alfonso Salais	asalais@mea.org
9	Reed Bretz	rbretz@mea.org
12	Marcia Mackey	mmackey@mea.org
NEA-Retired At-Large	Barb Schram	schram2468@gmail.com

<b>Alternates:</b>		
6	Jonathon Fielbrandt	jfielbrandt@mea.org
6	Heather Schulz	hschulz@mea.org

### NEA RA REGION COORDINATORS

REGION	NAME	E-MAIL
Region 2	David Daly	mrddaly@gmail.com
Region 3	Crystal Kinard	crystal.kinard@yahoo.com
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Region 5		
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Regions 16, 17 & 18	Lisa Carubini	lcarubini@gmail.com
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### MICHIGAN'S NEA RESOLUTIONS COMMITTEE

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John Pakledinaz	jpakcmu@gmail.com	Region 12
Dawn Levey	dawndelightlevey@gmail.com	Region 8
Allan Sherwood	asherwood2@sbcglobal.net	Region 4

## MEA STRATEGY COMMITTEE

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TBD	MEA ESP Caucus		
Jeffry Wilson	3-1(g) Minority Concerns	8	jwilson@mea.org
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TBD	NEA State Director		
TBD	MEA Executive Committee		
TBD	MAHE		
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