

HOW TO MAKE YOUR CHAPTER'S VOICE HEARD

IN CTA:

- Have you met and spoken with your representative on the CTA Board of Director? (Keep him or her well informed about important developments in your district, activities in your chapter, and what your members need from CTA.)
- Are you well informed about the actions of the CTA Board of Directors? (Apprise your director of any chapter positions that have bearing on matters under consideration by the Board. "CTA Board Briefs" and individual Board Member reports are mailed to you to keep you informed of actions of the Board.)
- Do you know who your chapter's representative(s) to the CTA State Council of Education is how to get in touch with each other?
- Have you seen and reviewed the Council agenda? (Be sure the positions of your chapter are communicated to your representative(s) before they attend State Council).
- Have you read and reviewed the actions of the Council, and informed your executive and policy bodies of important decisions? (The full State Council Report is posted to cta.org during the weekend of State Council.)
- Does our State Council Representative present regular reports, either orally, or in writing, to your members, summarizing State Council actions and seeking members' ideas? (Most locals include state council reporting at their monthly meetings.)
- Do you attend and participate actively in your Service Center Council meetings both to keep abreast of important issues and to present your chapter concerns? (Get acquainted with the Chairperson of your Service Center Council, and don't hesitate to suggest items for the Council agenda. The Service Center Councils were created to facilitate communications among chapters. They are not policy-making bodies. The CTA State Council fulfills that function. However, Service Center Councils may at times adopt policy recommendations. Such recommendations are advisory only. They are not binding on State Council representatives.)
- Are you familiar with the CTA governance and committee structure? (Know how the system works, so that you can make your chapter's influence felt. Your CTA and NEA Directors, and Service Center Chairs are also a good resource.)

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IN NEA:

- Do you know your representative on the NEA Board of Directors, and how to make contact? (Don't hesitate to communicate your members' concerns and questions about NEA, and your members' needs. Keep abreast of NEA actions and issues, and let your representative know where your chapter stands.?)
- Have you communicated your chapter's position in writing, to both California's Directors on the NEA Board and to the NEA President directly?
- Are you familiar with NEA's governance and committee structure? (Get to know how the system works, so you can make your chapter's influence felt. Your CTA and NEA Directors, and Service Center Chairs are also a good resource.)
- Do you elect your delegates to the NEA Representative Assembly (RA) early, and report the results of your election to CTA and NEA? (Encourage a healthy competition in the election of NEA delegate(s). Urge members to vote on the basis of who will represent them best (not who "happens to be going that way on vacation this summer"). Remember your members must be given the opportunity to vote for delegates to the NEA Convention, both state and local.)
- Do you allocate money in your chapter's budget to reimburse your NEA RA delegate(s) for expenses? (This provides incentive (to help get the best people) and built-in accountability. When the chapter pays expenses, the chapter can require responsible representation.)
- Are your members and you informed on important issues to come before the Assembly? (See that your chapter's policy-body takes a stand on them, and that your delegate(s) understand(s) the chapter's position.)
- Does your delegate(s) report fully to you and your members regarding the actions of the NEA Representative Assembly? (Many locals have NEA Reports on their association agenda.)
- Do your chapter members write their Congressional Representative(s) and Senators to let them know your chapter supports NEA's positions to increase NEA's already potent clout on Capitol Hill.