A Primer For Newly Elected State MEA Presidents

As you prepare to attend the national assembly of state leaders, here are a few tips for making this a productive and useful experience.

What is the national assembly?

As per the NAFME by-laws:

The national assembly shall serve: (a) as an advisory body to the national executive board; (b) as a leadership conference; and (c) as a clearinghouse for the exchange of information concerning state, division, and national policies; organizational functions, and activities. The presidents of federated state associations, the elected presiding officers of ex officio councils, and the chairpersons of the executive committees of societies shall constitute the national assembly. The elected national and division officers shall be members ex officio of the national assembly. Meetings of the national assembly shall be held at the time of the national in-service conference and at other times stipulated by the national executive board. The national immediate past president shall act as chairperson and presiding officer. Invitations to audit meetings of the national assembly shall be extended to all elected officers of federated state associations.

What is my role at the national assembly?

As the current state MEA president, you are the official delegate to the national assembly. Other officers (president elect, past president) or appointed officials (manager, executive director, editor) may attend, but you are the official delegate/spokesperson from your state.

How does the national assembly function?

Because the role of the national assembly is primarily advisory, motions and vote casting seldom take place. However, because of the amount of information that needs to be presented, gathered and processed, there are larger plenary sessions as well as smaller breakout sessions designed for this purpose. You are expected to participate fully in each of these sessions and other various activities during the national assembly.

The national assembly is presided over by the NAFME immediate past president. Members of the national executive board usually lead breakout sessions, and these sessions are open to all members of a state’s attending delegation.

Information and preparatory materials are often sent to state delegates in advance of the meeting.

What can I expect at this national assembly?

One day is set aside for visits for Capitol Hill and much of the focus of this is on advocacy. You will receive briefings on national education policy issues, an orientation on NAFME federal advocacy activities, and be asked to visit with your senator or representative and/or their office staff.
The remainder of the time is spent on sessions that address the NAFME strategic plan, specifically standards (opportunity to learn and content standards), teacher recruitment and retention, and content assessment and evaluation. In preparation for these discussions, please review the NAFME strategic plan and be prepared to share how these issues are impacting your state. Breakout session may be organized and grouped by “choice of topic” as well as by membership size of state MEA’s.

You will also receive reports from NAFME staff on the many projects and programs being implemented by NAFME on behalf of our members and their students.

You will also have time to meet by division to discuss specific issues related to your division and its activities and programs.

**State President General Responsibilities to NAFME and Division Presidents**

*(Divisional Focus)*

1. State presidents shall provide a state of the state report (or report on specific topics as requested by the division president) for division meetings. (the division president will request such a report approximately 4-6 weeks prior to the meeting.)

2. State presidents may submit agenda items to the division president for the division meeting.

3. State presidents may submit a name – supported by documentation about each person’s qualifications in nomination for division president. The nomination process and timeline varies between divisions.

4. If asked, state presidents will submit answers to various questions or provide information prior to national executive board meetings. Directions for submitting reports on the NAFME website will be sent to presidents from the NAFME staff in Reston. The person submitting the state report should be the sitting president at the time of the request. The request for this report will be made by the division president.

5. State presidents are to forward information, proposals and concerns to the national executive board via their division president. They should copy the NAFME associate executive director and the state manager/executive officer on any communications with the division president to ensure transparent communication.

*(National NAFME Focus)*

6. State presidents shall keep NAFME apprised of any changes in the state board – including changes of names, contact info, terms of office, policy issues, proposed constitution or bylaw changes, etc.

7. State presidents are expected to serve as a conduit for communications between NAFME and the state memberships, such as by:
   - Asking state memberships for opinions/feedback on various topics
   - As appropriate, copying editors, executive directors/managers, past presidents, presidents elect, etc. on correspondence with the national officers and staff
   - Forwarding information they receive to board members as requested
   - Communicating information to their state boards and memberships regarding various NAFME projects/programs

8. The state president, or official staff member of the state, may invite the national NAFME president and division president to attend the state executive board meeting or state conference.
• In general, one year the division president may attend, the other year the national president may attend
• NAFME provides travel and states will provide room/board and other local expenses
• Contact the division president directly or the NAFME associate executive director the appropriate paperwork for the invitation process.

9. State presidents will provide names or nominate participants for task forces or other committees as requested by the NAFME or division president.

10. State presidents will provide names or nominate participants for task forces or other committees as requested by the NAFME president.

Additional information:
State presidents receive the journals from the other state associations.
President-elect duties vary from state to state.

During the term in office, state presidents are expected to attend all:
division board meetings
national leadership assemblies
national conferences
other official divisional events

State presidents should develop leadership within their state by encouraging other state board members/leaders to attend NAFME divisional/national meetings. (i.e., state presidents elect, immediate past presidents, editors, managers, etc.).

List of acronyms

No Acronym - Americans For The Arts (Artsusa)
AAAE – Association Of Arts Administration Educators
AACTE – American Association Of Colleges For Teacher Education
AACTE – American Association Of Colleges For Teacher Education
AASA - American Association Of School Administrators
AASC – American Association Of State Colleges
AATE – American Alliance For Theatre & Education
ADG – American Dance Guild
AEP – Arts Education Partnership
AFA – The American Federation Of Arts
AFT - American Federation Of Teachers
APAP – Association Of Performing Arts Presenters
ASCAP – American Society Of Composers, Authors And Publishers
ASCD – Association For Supervision And Curriculum Development
CAAA – College Art Association Of America
CABC – Center For Arts In The Basic Curriculum
CBE - Council For Basic Education
CCSSO - Council Of Chief State School Officers
CMA – Chamber Music America
LAO – League of American Orchestras
NAEA – National Art Education Association
NAESP - National Association Of Elementary School Principals
Advocacy materials/websites

The Power Of Music: Advocacy Brochure Series*
Why Music Education? Facts And Insights On The Benefits Of Music Study
Music For All Students: Planning Music Education Advocacy
Strengthen Arts Education In The Elementary And Secondary Education Act: Legislative Recommendations
Promoting The Profession
Executive Harris Poll (February 2008)
New Harris Poll Links Music Education To Advanced Studies And Higher Incomes (November 2007)
Music Makes The Grade (January 2007 Harris Poll)
Talking Points
Advocacy Webinars
Public Service Announcements**

Http://www.NAfME.org/documents/legislative/agenda.pdf
(Current NAFME legislative agenda)

(Agenda held in common with other arts organizations)

Online news feed
Http://www.NAfME.org/resources/view/the-recorder-legislative-news-feed

Other relevant resources linked from http://www.NAfME.org/resources/view/government-relations-resources:
* Thomas
* U.S. House Of Representatives
* U.S. Senate
* The White House
* U.S. Department Of Education
* No Child Left Behind (Nclb)
Supportmusic (a coalition headed by NAFME and NAMM)

Our no-cost membership program for members of the public who support music education

* also available in print version
** also available on cd

Suggested Reading List for
Leadership Development and Teacher Education

BOOKS ABOUT LEADING ASSOCIATIONS

*The Will to Govern Well, Glenn H. Tecker, Jean S. Frankel, Paul D. Meyer*

BOOKS ABOUT DEVELOPING AND FOSTERING LEADERS

*You Don’t Need a Title to be a Leader: How Anyone, Anywhere, Can Make a Positive Difference. M. Sanborn*


*The Double Win, Dennis Waitley*

*Iacocca, David Abodaher*

*Peak Performance, Charles Garfield*

*In Search of Excellence, Robert H. Waterman, Jr.*

*The Renewal Factor, Robert H. Waterman, Jr.*

*See You at the Top, Zig Ziglar*

*The Secret to Staying Motivated, Zig Ziglar*

*The One Minute Teacher, Spencer-Johnson*

*One Minute for Myself, Spencer-Johnson*

*They Call Me Coach, John Wooden*

*Showtime – Inside the Laker’s Breakthrough Season, Pat Riley*

*Positive Discipline, Jane Nelson, ED.D*

BOOKS ABOUT DEVELOPING RELATIONSHIPS

*Relationships 101: What Every Leader Needs to Know, John C. Maxwell*
The Last Lecture, Randy Pausch

Anyway: The Paradoxical Commandments. Finding Personal Meaning in a Crazy World, Kent M. Keith

Raising Positive Kids in a Negative World, Zig Ziglar


BOOKS ON PERSONAL DEVELOPMENT

The Inner Game of Music, Barry Green

The Joy of Inspired Teaching, Tim Lautzenheiser

The Art of Successful Teaching, Tim Lautzenheiser

Living, Loving & Learning, Leo Buscaglia

The Adventures of Living Fully, Leo Buscaglia

Being the Best, Dennis Waitley


Your Erroneous Zones, Wayne, W. Dyer

Gifts from Eykis, Wayne W. Dyer

Self-Renewal, John W. Gardner

What They Don’t Teach You at Harvard Business School, Mack McCormick

Life’s Little Instruction Book, H. Jackson Brown, Jr.