

## 2011/2012 MDTSEA Committee Assignments

Each committee is requested to provide a report at each board meeting. The report should contain:

- List of committee members
- Committee purpose and goals
- Committee activities and direction, including specific budgetary proposals

I expect each committee to present a report containing the committee goals, activities and direction, including specific budgetary proposals. This report should be sent electronically to the Secretary (Robin Bordner) and to the President (Mary Kay Relich) at least 48 hours prior to the meeting. A printed copy of the report should be provided for each member at the meeting by the committee. If you would like a template for this report, please contact me and I will furnish you with one. Please let Robin Bordner know who will be responsible for each committee's report.

\*Denotes committee co-chairs; Co-chairs will fill in for each other in the event of absences.  
(A) or (B) denotes when committee will meet at meetings.

### Membership, Nomination (A) /Awards, and Historian Committee (B)

Promote individual and organizational memberships; secure a slate of candidates for the offices of President-Elect, Secretary, and Treasurer; recommend to the Executive Board appropriate candidates for Association awards and honors; annually compile and record the Association's history via relative documents for display on the web site.

#### (A)

\*Ashley Crosthwaite  
\*Joan Kirkman  
Bob Converse

#### (B)

\*Joan Kirkman  
\*Dale Litten  
Robin Bordner  
LaNae Yager

### Constitution, By-Laws, and Legislative Committee (A)

Review the Constitution and By-Laws and recommend changes to the Executive Board; assist in formulating the Association's legislative program(s); and update the Executive Board on pertinent legislation.

\*Jim Janowicz  
\*Jerry Ockert  
Gary Matuszak

Dave Peters  
Robin Bordner  
Dale Litten

### Budget and Auditing Committee (A)

Develop the Association budget and audit the books of the Treasurer during the annual conference.

\*Sandra Maxwell  
\*Ben Cole  
Roger Relich

LaNae Yager  
Bruce Ross

### State and National Conferences Committee (A)

Recommend to the Executive Board the site, dates, and plans for the Association's annual conference; suggest the Association's level of participation at the ADTSEA's conference.

\*Norene Lind  
\*Betty Ross  
Christine Meddaugh  
Mary Kay Relich

Kim Robertson  
Cathy Smith  
John Seemann

**Driver Education Materials Committee (B)**

Review and update educational materials and resources provided by the Association.

*Norene Lind	Ben Cole
*Betty Ross	Bob Converse
Gary Matuszak	John Seemann

**Professional Development Committee (B)**

Develop, conduct, and promote professional development courses that meet or exceed MDOS requirements.

*Christine Meddaugh	Cathy Smith
*Jerry Ockert	Bruce Ross
Ashley Crosthwaite	Dave Peters

**Educational Review Committee (B)**

To review all teacher preparation courses and professional development courses and to recommend improvements in such classes as warranted.

- \*Mary Kay Relich
- \*Roger Relich
- Sandra Maxwell
- Jim Janowicz
- Kim Robertson
- Don Smith (Consultant)

I have attempted to place members in committees according to their strengths and interests. I have also taken into consideration that in order to be on two committees and be able to meet with both committees, some organization must be made for this to happen. This proposal will allow for "A" committees to meet and then "B" committees to meet without interference of committee members. I have also split the membership committee to allow them to focus on specific jobs within their committee. Joan Kirkman will be the "go between" for the two committees for enhanced communication.

Mary Kay Relich