

## 2017/2018 MDTSEA Committee Assignments

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.

**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

Each committee should present a report containing the committee goals, activities and direction, including specific budgetary proposals. This report should be sent electronically to the Secretary and to the President 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.

(\*)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.

<b>A</b>	Joan Kirkman (*) Bob Converse Harold Tarzwell
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<b>B</b>	Joan Kirkman (*) Harold Tarzwell (*) Dave Peters Gary Matuszak
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### **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.

Jerry Ockert (*) Dale Litten Gary Matuszak
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### **Budget and Auditing Committee (A)**

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

Kim Robertson (*) Ben Cole (*) Mary Kay Relich Roger Relich Dave Peters
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**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 (*) Sandra Maxwell (*) Frank Menzel Harold Tarzwell
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**Driver Education Materials Committee (B)**

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

Norene Lind (*) Ben Cole Dale Litten Bob Converse Kim Robertson Harold Tarzwell
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**Educational Review Committee (B)**

To review all teacher preparation courses and professional development courses and to recommend improvements in such classes as warranted; to advocate to the state necessary improvements in the model curriculum and testing materials.

Mary Kay Relich (*) Roger Relich (*) Sandra Maxwell Frank Menzel Bob Converse Kim Roberston
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