



ARKANSAS EDUCATION ASSOCIATION  
An NEA State Affiliate

DONNA MOREY, *President*  
RICH NAGEL, *Executive Director*

1500 West 4<sup>th</sup> Street  
Little Rock, AR 72201

*Memorandum*

Date: September 10, 2010  
To: Presidents of AEA Affiliated Local Associations  
From: Donna Morey, President  
Rich Nagel, Executive Director  
Steve Stewart, Assistant Executive Director  
Subject: Delegates to the Annual AEA Representative Assembly  
Hilton Little Rock Metro,  
November 5-6, 2010

**DEADLINE:**  
Postmarked  
October 5, 2010

The 2010 Fall AEA Representative Assembly will be held November 5-6, 2010, at the Hilton Little Rock Metro located at 925 South University Avenue in Little Rock. Please conduct your election of delegates and report the results to the AEA.

For this purpose, we have posted online the delegate certification forms to be used to certify both delegates and alternates to this session of the AEA Representative Assembly. We urge you to return the delegate certification form (by mail or fax) as soon as possible and **postmarked no later than October 5, 2010**. Once we receive your delegate list, each will be sent an AEA-RA Delegate Packet that will include the AEA 2011-12 Proposed Budget. The Budget will be voted on during the RA. **DELEGATES SHOULD BRING THIS PACKET WITH THEM TO THE AEA-RA AS NO DUPLICATE PACKETS WILL BE AVAILABLE FOR PICK UP AT REGISTRATION.**

No credentials will be mailed. Delegate credentials based on your certification list will be prepared in the AEA office to be picked up by individual delegates as they register at the Hilton Little Rock Metro on Friday, November 5.

Local associations which are chartered affiliates of the AEA are entitled to one (1) delegate for every fifteen (15) Professional and Educational Support Professional members or major fraction thereof. Educational Support Professionals must be represented in proportion to their membership in each local. **NOTE: If you do not know if your local is an AEA/NEA affiliate, contact Alice Canady, ext. 111, she will be more than happy to assist you.**

Each delegate must be an Active member (which includes Educational Support Professionals) of the Arkansas Education Association, the National Education Association and of the local association he/she represents.

(over)

## **CLUSTER DELEGATES**

To provide representation from chartered affiliated locals with fewer than eight (8) members, the AEA Board of Directors approved a plan for clustering locals within the AEA Districts.

A list of cluster locals is posted on the website. Please note the list of clusters by district and the number of delegates for which each cluster qualifies. If you wish to have a member or members of your local serve as cluster delegate(s) to the Assembly, use the delegate cluster form to make nominations **AND RETURN THE CLUSTER DELEGATE NOMINATION FORM POSTMARKED NO LATER THAN OCTOBER 12, 2010.**

If there are more nominees for any cluster than the number of positions for which the cluster is entitled, an election will be held among members of the local associations within the cluster; otherwise the nominees will be declared elected. To confirm your cluster delegate, call AEA after October 15. If you wish to challenge your cluster status, contact the AEA Membership Division immediately.

### **PLEASE NOTE:**

1. Current AEA Officers and AEA Board Members are automatically voting delegates to the Assembly. **DO NOT** include them in your count of local delegates nor list them on the certification form.
2. Local Association Presidents, past AEA and ATA Presidents and Chairpersons of AEA Committees **ARE NOT** automatically voting delegates to the Assembly. Persons in any of these categories, who are to serve as local delegates, **must be counted** in the number for which the local qualifies and their names listed on the certification form.
3. Alternates must also be elected and listed on the form in priority order.

If you are not sure of the number of delegates for which you qualify, list delegates in priority order on the certification form. The Credentials Committee will then certify the appropriate number of delegates from your list.

A delegate adjustment desk will be located in the registration area to take care of any necessary changes that must be made on November 5. **YOU, AS LOCAL PRESIDENT OR YOUR DESIGNATED REPRESENTATIVE, MUST REPORT ALL CHANGES.**

## **HOTEL ROOM RESERVATIONS**

Reservations for your delegates should be made **DIRECTLY** with the Hilton Little Rock Metro. To receive your special AEA rate, make reservations by completing and mailing the housing form directly to the hotel or by calling 501-748-4702 or 501-664-5020. The cut-off date for hotel reservations is October 5, 2010. After this date, the AEA block of reserved rooms will be released. **(Be sure to indicate you are attending the AEA RA to ensure your discounted hotel rate and ask for your confirmation number when making reservations.)** We have a unique housing situation for this year only. Housing for the AEA Professional Development Conference will be at the DoubleTree Hotel for November 3-4, 2010. Delegates attending the AEA Professional Development Conference should plan to check out of the DoubleTree on Friday, November 5 and check into the Hilton Little Rock Metro where the representative assembly will be held.

**TO DOWNLOAD FORM(S)** / Go to [www.aeaonline.org](http://www.aeaonline.org) and download:

- Delegate Certification Form(s)
- RA Housing Form
- Cluster List & Delegate Nomination Form (if applicable)

IT IS ESSENTIAL THAT YOU COMPLETE ALL INFORMATION REQUESTED BELOW.

Use Name as Listed on Membership Card.

NAME OF LOCAL ASSOCIATION \_\_\_\_\_ AEA DISTRICT \_\_\_\_\_

The following delegates are being certified for the Representative Assembly meeting November 5-6, 2010, Hilton Little Rock Metro Center located at 925 South University Avenue. Please designate each delegate as Teacher or ESP. LIST IN PRIORITY ORDER.

	Teacher or ESP	*Race	Sex M/F	Home Mailing Address	City	Zip
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

This information is requested in order to have a record of minority leadership participation as one factor in continuing the evaluation of the merger of AEA and ATA and to remain in compliance with the AEA and NEA requirements for ethnic minority representation.

African American - AA

Caucasian - C

Asian - A

Hispanic - H

ALTERNATE(S)

	Teacher or ESP	*Race	Sex M/F	Home Mailing Address	City	Zip
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

DATE: \_\_\_\_\_, 2010

PRESIDENT: \_\_\_\_\_

\_\_\_\_\_  
*Phone*

\_\_\_\_\_  
*Email Address*

ONE COPY MUST BE RETURNED TO **DELEGATE REGISTRATION**, AEA OFFICE,  
POSTMARKED BY **OCTOBER 5th**. KEEP ONE COPY FOR YOUR FILES.

# NOMINATIONS

AEA Representative Assembly  
November 5-6, 2010

## Cluster Delegate

	Delegate's Name	Teacher/ESP	Address	Telephone
1.	_____			
2.	_____			

Alternate

1.	_____
2.	_____

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**E-Mail Address**

\_\_\_\_\_  
**Local Association**

\_\_\_\_\_  
**AEA District**

\_\_\_\_\_  
**Date**

MUST BE RETURNED POSTMARKED NO  
LATER THAN October 12th to:

**Cluster Delegate Certification**

Arkansas Education Association  
1500 West Fourth Street  
Little Rock, AR 72201

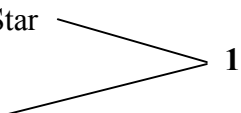
**AEA FALL REPRESENTATIVE ASSEMBLY**  
**Hilton Little Rock Metro / November 5-6, 2010**

**AFFILIATED LOCAL DELEGATE CLUSTER**

-- Locals with fewer than 8 members --  
(Based on AEA Membership Report of 8-31-10)

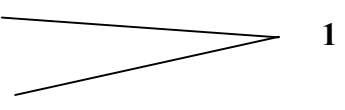
**DISTRICT III**

(5) Cutter-Morning Star  
(2) Jessieville  
(3) Harmony Grove



1

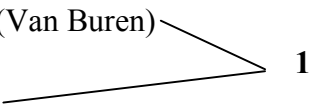
(4) Hampton  
(1) Norphlet  
(7) Woodlawn



1

**DISTRICT IV**

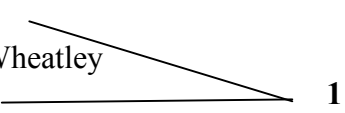
(6) South Side (Van Buren)  
(5) Riverview  
(1) West Side



1

**DISTRICTS XIII**

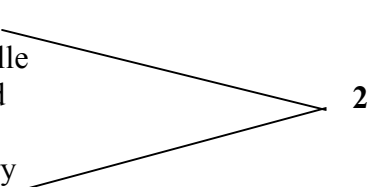
(7) Turrell  
(4) Palestine-Wheatley  
(5) McCrory



1

**DISTRICT VI**

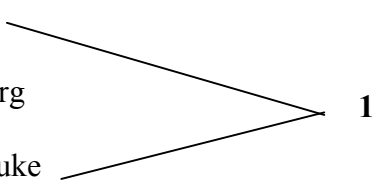
(3) Alma  
(7) Cedarville  
(3) Hartford  
(5) Lavaca  
(7) Mulberry



2

**DISTRICT XIV**

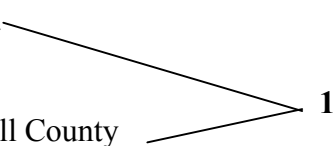
(5) Gosnell  
(2) Manila  
(6) Harrisburg  
(3) Weiner  
(5) Marmaduke



1

**DISTRICT VII**

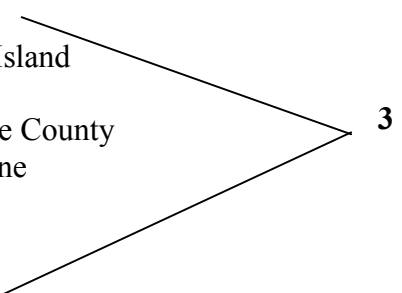
(3) Nemo Vista  
(5) Paris  
(7) East End  
(7) Western Yell County



1

**DISTRICT XV**

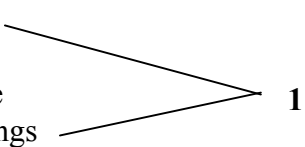
(5) Bay  
(4) Buffalo Island  
(5) Cotter  
(6) Lawrence County  
(4) Melbourne  
(7) Norfolk  
(1) Rector  
(6) Salem



3

**DISTRICT VIII**

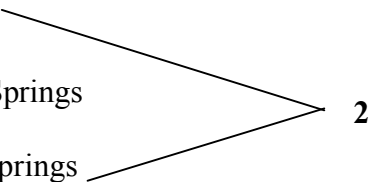
(4) Centerpoint  
(4) Delight  
(1) Magnet Cove  
(4) Mineral Springs



1

**DISTRICT XVI**

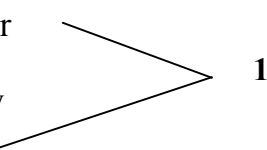
(4) Alpena  
(7) Elkins  
(7) Eureka Springs  
(5) Omaha  
(6) Valley Springs



2

**DISTRICT IX**

(7) Emerson-Taylor  
(3) Blevins/Emmet  
(5) Lafayette County  
(5) Nevada County



1

**DISTRICT X**



ARKANSAS EDUCATION ASSOCIATION  
*An NEA State Affiliate*

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DONNA MOREY, *President*  
RICH NAGEL, *Executive Director*

1500 West 4<sup>th</sup> Street  
Little Rock, AR 72201

September 10, 2010

To: AEA Local Presidents

From: Donna Morey, AEA President  
Rich Nagel, AEA Executive Director

Re: Housing for the 2010 AEA Professional Development Conference  
November 4-5, 2010

We have enclosed a housing form for your members planning to attend the 2010 AEA Professional Development Conference that will be held November 4-5, 2010 at the three locations in Little Rock: the DoubleTree Hotel, Robinson Convention Center and Parkview High School.

We have a unique housing situation for this year only. Housing for the AEA Professional Development Conference will be at the DoubleTree Hotel. You should fax or send the housing form below to the **DoubleTree Hotel by October 4, 2010.**

If your members are serving dual roles this year and are delegates to the AEA Representative Assembly they should plan to check out of the DoubleTree on Friday, November 5 and check into the Hilton Little Rock Metro where the representative assembly will be held. The housing form for the RA can be downloaded from the AEA website, [www.aeaonline.org](http://www.aeaonline.org).

Please complete one form per room

**Fax or Send Form Directly to the DoubleTree Hotel By October 4, 2010**

Arkansas Education Association - AEA Member Reservation Form

**November 4-5, 2010**

**Use for AEA Professional  
Development Conference Only**

Confirm to: \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

List names of all occupants of this room: \_\_\_\_\_

Check in date: \_\_\_\_\_ Check out date: \_\_\_\_\_

Smoking

Nonsmoking

**FAX OR SEND THIS FORM DIRECTLY TO THE CONVENTION HOTEL**

**Circle type** of guest room rate: (11.5 percent tax not included)

**Double Tree Hotel**

424 W. Markham (501) 372-4371 (1-800-222-8733)

Little Rock, AR 72201 Fax - (501)372-0518

Single Bed -1 bed, 1 person \$88

Single Bed-1 bed, 2 persons \$88

Double/Double - 2 beds, 2 persons \$98

Triple - 2 beds, 3 persons \$108

Quad - 2 beds, 4 persons \$118

Kings & Suites Available upon request from the hotel

**NOTE:** A first night's deposit will be required on all reservations made with the hotel. This deposit may be in the form of cash, or one of the following credit cards: AMEX, VISA, Mastercard, Carte Blanche, Diner's Club, or Discover. All reservations must be cancelled 24 hours prior to arrival or the first night's pre-payment or credit card will be charged as a no-show.

Type Credit Card/Number/Expiration Date

\_\_\_\_\_

Please complete one form per room

**Send Form Directly to the Hotel By October 5, 2010**

Arkansas Education Association  
Room Reservation – AEA Member  
November 5-6, 2010

Confirm to: \_\_\_\_\_

Street Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_

Email Address \_\_\_\_\_

List names of all occupants of this room: \_\_\_\_\_

Check in date: \_\_\_\_\_ Check out date: \_\_\_\_\_

Smoking  Nonsmoking

**SEND THIS FORM DIRECTLY TO THE HOTEL**

Check box beside type of guest room rate (tax not included):

Hilton Little Rock Reservations: 501-748-4702  
ATTN: **Janet Davis Tate** Front Desk: 501-664-5020  
925 South University Avenue, Little Rock, AR 72204

Single – 1 bed, 1 person	\$ 89.00	<input type="checkbox"/>
Double – 1 bed, 2 persons	\$ 89.00	<input type="checkbox"/>
Double/Double – 2 beds, 2 persons	\$ 89.00	<input type="checkbox"/>
Triple – 2 beds, 3 persons	\$ 99.00	<input type="checkbox"/>
Quad – 2 beds, 4 persons	\$109.00	<input type="checkbox"/>

Kings & Suites available upon request from the hotel

NOTE: A first night's deposit will be required on all reservations made with the hotel. This deposit may be in the form of cash or one of the following credit cards: AMEX, VISA, MasterCard, Carte' Blanche, Diner's Club or Discover. All reservations must be cancelled 24 hours prior to arrival or the first night's pre-payment or credit card will be charged as no-show.

\_\_\_\_\_  
Type Credit Card/Number/Expiration Date

Name (as it appears on credit card): \_\_\_\_\_

Please complete one form per room

**Send Form Directly to the Hotel By October 5, 2010**

Arkansas Education Association  
Room Reservation – AEA Member  
November 5-6, 2010

Confirm to: \_\_\_\_\_

Street Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_

Email Address \_\_\_\_\_

List names of all occupants of this room: \_\_\_\_\_

Check in date: \_\_\_\_\_ Check out date: \_\_\_\_\_

Smoking  Nonsmoking

**SEND THIS FORM DIRECTLY TO THE HOTEL**

Check box beside type of guest room rate (tax not included):

Hilton Little Rock Reservations: 501-748-4702  
ATTN: **Janet Davis Tate** Front Desk: 501-664-5020  
925 South University Avenue, Little Rock, AR 72204

Single – 1 bed, 1 person	\$ 89.00	<input type="checkbox"/>
Double – 1 bed, 2 persons	\$ 89.00	<input type="checkbox"/>
Double/Double – 2 beds, 2 persons	\$ 99.00	<input type="checkbox"/>
Triple – 2 beds, 3 persons	\$ 99.00	<input type="checkbox"/>
Quad – 2 beds, 4 persons	\$109.00	<input type="checkbox"/>

Kings & Suites available upon request from the hotel

NOTE: A first night's deposit will be required on all reservations made with the hotel. This deposit may be in the form of cash or one of the following credit cards: AMEX, VISA, MasterCard, Carte' Blanche, Diner's Club or Discover. All reservations must be cancelled 24 hours prior to arrival or the first night's pre-payment or credit card will be charged as no-show.

\_\_\_\_\_  
Type Credit Card/Number/Expiration Date

Name (as it appears on credit card): \_\_\_\_\_