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June 15, 2006

To: 2006 NEA Representative Assembly Elected Delegates
Orlando, Florida

From: Barbara E. Kerr, President *Barbara*
David A. Sanchez, Vice President *David*
Dean E. Vogel, Secretary-Treasurer *Dean*

Re: Newsletter #2 – 2006 NEA Representative Assembly

Following is additional information, updates and helpful hints that we hope will further assist you in planning your trip to this year's NEA Representative Assembly in Orlando, Florida.

Annual Meeting Theme

The theme for the 2006 Annual Meeting is Team NEA: Great Public Schools – A Basic Right!

Delegate Packets

The NEA has informed us that two mailings will be mailed to delegates during the second and third weeks of June. One mailing is a Delegate Materials Packet, which will be a Priority mail package; the second will be your Delegate Credentials/SmartCards, this is a first class envelope; you should bring both mailings to the RA. You must take the Delegate Credentials/SmartCards to the NEA registration area, which is located in the Orange County Convention Center on Friday, June 30, after the California Caucus.

The NEA delegate registration will be located in Hall C of the Orange County Convention Center, and will be open 9:00 a.m. to 5:00 p.m. on Friday, June 30 and Saturday, July 1. If you have not received NEA's packets by the time you leave for the RA, you will need to go to the delegate adjustment in the NEA registration area and talk to the officials who will be stationed at the beginning of the "Delegate Adjustment" lines. This usually takes only a few minutes.

If for any reason you have problems with credentialing that cannot be resolved at the NEA Registration area, please call the CTA office located in Salon 14 of the Rosen Plaza Hotel. The hotel's telephone number is (407) 996-9700; ask to be connected to the CTA office.

Airport Shuttle Bus Service

ARRIVAL: CTA WILL NOT PROVIDE AIRPORT SHUTTLE BUS SERVICE FOR ARRIVING DELEGATES. We recommend the use of Mears Motor Shuttle Service. If you are arriving at the Orlando International Airport, after you pick up your luggage, proceed to the Mears Motor Shuttle ticket counter. Included with this newsletter is a discount coupon for a **round trip ticket**. The price for a one-way ticket to the Rosen Plaza or Peabody Hotels is \$16.00. For additional informational visit their website at www.mearstransportation.com.

DEPARTURE: CTA is providing shuttle bus service back to the airport on July 6th. The first shuttle will start at approximately 4:30 a.m. and the last shuttle will leave the hotel at approximately 2:30 p.m. If you plan to take the CTA shuttle back to the airport on July 6, do not purchase a round trip ticket from Mears.

Orientation for First Time Delegates

CTA will hold an orientation for first time delegates on Friday, June 30, 9:00 a.m. – 9:45 a.m. in Regency Salon (Salons 5/6/7/8) of the Rosen Plaza Hotel. It is important that all new delegates attend the orientation meeting. We feel confident that it will help answer many of the questions you have regarding process, procedures, guidelines, etc. Please plan to attend. After the orientation, at 10:15 a.m., we will begin our first California Caucus meeting. California Caucus meetings will be held in the Grand Ballroom located on the lobby level, of the Rosen Plaza Hotel, June 30, and July 2-5.

California Directors Night – Friday, June 30

We have a wonderful evening planned for you at this year's California Directors' Night, which will be held at Hard Rock Live. **California Directors' Night pins for guests must be pre-ordered. The request form for guest pins had to be received in the Governance Support Department by May 25, 2006. Request forms received after this date are on a waiting list by date received. California Director's Night guest tickets will not be available for sale at the RA.**

REMINDER: Each person attending this event **MUST** have a California Night pin in order to be admitted into Hard Rock Live. Delegates will receive their pin when they register. California Night pins purchased for guests can be picked up at the Rosen Plaza Hotel in the Grand Ballroom registration area during CTA Registration hours.

The Katrina Project – July 1, 2006

Please join the Mississippi Association of Educators in welcoming students and members from Hattiesburg High School as they perform ***"The Katrina Project – Come Hell and High Water"***, July 1 at 4:00 p.m. and July 2 at 8:00 p.m. and 9:30 p.m. in the theatre at the Convention Center. The students interviewed evacuees, collected facts and stories and crafted a play that shows the desperation, anger, fear and hope of the thousands impacted by the storm.

There is no cost to attend, however; donations for hurricane relief efforts will be accepted.

NEA Bus Service to the Convention Center

The Peabody and Rosen Plaza Hotels are designated "walking" hotels which means that shuttle service will not be provided to the convention center. Please note, the Rosen Plaza is about a six (6) minute walk to/from the convention hall. If delegates require a ride between their hotels and the convention center, they must request transportation through the Physically Challenged Transportation Service. The deadline for this request was June 1, 2006.

Opening Day for the Representative Assembly

Delegates are reminded that the doors to the RA hall will not open until approximately 10:15 a.m. on July 2nd. This is necessary so that final sound system checks can be conducted with as few people in the RA hall as possible.

Elections

This year at the RA we will elect the NEA Secretary-Treasurer, two (2) Executive Committee members and four (4) NEA At-Large representatives (four Active members employed in educational support positions).

Voting Schedule – July 3-4, 2006

Voting for NEA officers will be held on July 3rd. Voting for amendments and runoff elections (if necessary) will be held on July 4th. The time allotted for each state to vote is 15 minutes. California's voting time is 9:00 a.m. on both days. Please vote within the allotted voting time for our delegation.

Contacting Delegates at the RA

During the RA, anyone who may need to contact a delegate can leave a message at the NEA Message Center number, which is (407) 685-4187. Delegates should periodically check the message monitors, which will be located in the lobby of the convention center.

This year the NEA Message Center will be web-based, so delegates can leave each other e-mails. In addition, delegates can check regular e-mails from home and work. Computer time will be limited to 15 minutes to allow access to all delegates. The NEA Message Center will be located at the convention center.

Lodging Reimbursement – State Delegates

CTA will reimburse state delegates up to one half the cost of a double occupancy hotel room. Those state delegates wishing a single room must pay the difference. This ruling is based on CTA's membership expense reimbursement policy. Please refer to the back of your member expense statement for guidelines before filling out your expense form. The member expense statement will be included in your packet, which you will receive when you register with CTA at the Rosen Plaza Hotel.

Housing

Should your roommate not show up the first night it is your responsibility to contact staff in the CTA office located in the Rosen Plaza Hotel and inform them of the situation as soon as possible. CTA will then try to find you another roommate for the remainder of the stay and/or explain the proper reimbursement procedure for your expense statement. CTA is NOT responsible for expenses incurred should the CTA housing staff not be notified of any changes to your rooming status.

NON-SMOKING HOTEL ROOMS ARE AVAILABLE ON A FIRST COME, FIRST SERVED BASIS.

Check-In/Check-Out

Check-in time for the Rosen Plaza and Peabody Orlando hotels is 3:00 p.m. Check-out time for the Rosen Plaza Hotel is 11:00 a.m. and the check-out time for the Peabody Orlando Hotel is 12:00 noon.

Hotel Policy for Payment of Rooms

The Rosen Plaza and Peabody Hotels have the following policies regarding payment of rooms upon check-in:

Cash Payment – The hotel will require the full amount of room and tax for the entire stay plus a certain amount if incidentals are expected. If additional funds are not provided, the guest will not be allowed to charge incidental items, i.e. restaurant charges, business center charges, room service, to their room.

Credit Card Payment – The hotel will hold the full amount of room and tax for the entire stay per day on the guest's credit card at check-in, but the credit card will not be fully charged until check-out.

July 5 Departures

If you plan to leave Orlando directly from the Convention Center at the close of the RA on July 5th, a supervised baggage check area will be available in the convention center lobby. Luggage will be accepted beginning at 7 a.m. The baggage check area will close 15 minutes after the close of the RA.

Cash and Carry Lunch & Breakfast

The Rosen Plaza Hotel will be offering a "Cash and Carry" lunch on June 30th, from 12:00 noon to 1:00 p.m. They will also offer "Cash and Carry" breakfast on July 2-5, from 6:00 a.m. to 9:30 a.m. All offerings will be outside of the Grand Ballroom.

No Food to be Brought into the Convention Center

The Orange County Convention Center does not allow food to be brought inside. Only food sold inside the convention center is allowed on the floor of the RA.

CTA Boutique Sales

This year the CTA boutique will have the following items for sale at the RA: Purple Short Sleeve RA Shirts - \$20.00, Light Blue RA Polo Shirts, - \$20.00, CTA Black *Henley* Shirts - Long Sleeve \$20.00 and Short Sleeve \$18.00; Polo and CA shirts clearance items - \$10.00; CTA Logo Pins - \$1.00; CTA Charms - \$5.00; Neck Wallets - \$3.00, CTA Baseball Caps - \$5.00, Travel Mugs - \$10.00, Padfolios - \$7.00, Roller Backpacks - \$30.00; Briefcase-style Bags - \$10.00; and Tote Bags - \$5.00.

The CTA Board of Directors is encouraging delegates to wear any CTA logo shirt on the first day of the RA (July 2) and the purple short sleeve RA shirts, in honor of Barbara, on the last day of the RA (July 5).

State Delegate Checks at RA

State delegates will receive a check as part of their funding on the last day of the RA, the afternoon of Wednesday, July 5.

Don't forget the raffle at the close of the RA – you must be present to win!!!

Hurricane Preparedness Procedures

Florida's hurricane season officially starts the first week of June. The following are guidelines to follow in the event of a hurricane: 1) avoid areas adjacent to exterior glass panels, exterior of buildings, catwalks, elevators and electrical areas.

Last Minute Reminders

Please remember all your medications and medical insurance information cards.

Remember to bring your Delegate Credentials and Materials.

Bring clothing appropriate for the Orlando climate, which is hot and humid. Bring a sun hat, umbrella and comfortable walking shoes. Wear loose-fitting clothing. Cotton and other natural fabrics are much more comfortable than synthetic materials that do not breathe in the heat. However, you will need a sweater and other "layers" for the convention center and other public buildings that become quite cool with the air-conditioning.

We hope that this additional information has answered many of your questions. We look forward to having an interesting and productive Representative Assembly. See you on June 29 in Orlando!

BEK:DAS:DEV:dk

Attachment: Mears Motor Shuttle Coupon

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