



REGIONALLY Speaking . . .

Volume 35, No. 1

North Central Business Education Association - A Region of the NBEA
Illinois * Indiana * Iowa * Michigan * Minnesota * Missouri * Ohio * Wisconsin

October, 2003 Issue

NCBEA Website: <http://course1.winona.edu/jmurphy/ncbea/>

NCBEA President's Message ... from Matt Hankins

I am just getting started planning for my year as president of the North Central Business Education Association. I want to thank you for electing me to serve you in this capacity. I hope my experience by being president of Indiana Business Education Association and Indiana ACTE a few years ago will help me lead our region. Sue Reid has been instrumental in preparing me for all the duties of the presidency this year. Also, I commend Sue Reid for the excellent job she did as president for the region.



We had a great conference in Green Bay, Wisconsin. WBEA did a great job of hosting the event this year. We will not have another NCBEA conference until **October of 2004**. The host state will be **Iowa**.

We will be the **host region** for the National Business Education Association Conference in April. The dates are **April 7-10, 2004 in Chicago, Illinois**. **John Lightle** is president of NBEA for the conference and we want to give John a lot of support during his term representing NBEA. We want to have a great turnout at the conference from our region. If you have never attended a conference, there are some stipends available if you qualify. Do not miss out on this great opportunity to network with other business teachers and hear exciting presenters at next year's conference.

Another item that I would like to mention is that the Executive Board for NCBEA met in Chicago

Continued next column

President's Message, continued

on Saturday August 10-Monday August 12. We were able to get committees and the agenda for the coming year in place for the goals we want to accomplish.

If you have any ideas to make NCBEA better, please give me an email or a phone call. Also, please give us any information on ways we can better serve you as members. My email is mhankins@greensburg.k12.in.us. (hnmada@earthlink.net) or phone me and leave a message at 765-349-7345 (Home) or 812-663-7176 (work).

Dr. J. William Murphy, new Webmaster for NCBEA Website. Chairperson, Marketing Department College of Business Winona State University Winona, MN 55987 Phone: 507-457-5698 Fax: 507-457-5001 E-mail: JWilliam.Murphy@Winona.msus.edu



NCBEA Website:

<http://course1.winona.edu/jmurphy/ncbea/>

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Check the NBEA website:

Please check the nbea website for information on **awards**. (www.nbea.org/profopps.html)

Award forms are available on the website. (www.nbea.org/profopps.html)



<-----Jan Treichel
NBEA Director

John Lightle
NBEA President---->



Upcoming Conventions:

See NBEA Website: nbea.org

- Minnesota October 2-3, 2003 - Fergus Falls
- Michigan October 22-24, 2003 - Grand Rapids
- Iowa October 15-16, 2004, Des Moines
- Indiana November 14-15, 2003 - Indianapolis
- Illinois November 6-7, 2003, Springfield
- Ohio October 16-18, 2003 - Toledo
- Missouri Nov. 21-22, 2003 - Lake Ozark
..... July 21-24, 2003, Springfield, Missouri
- Wisconsin April 22-24, Wisconsin Rapids
- NCBEA/Iowa October 15-16, 2004 - DesMoines, IA
- MPBEA June 17-19, 2004, Tulsa, OK
- ISBE July 25-30, 2004, Krakow, Poland
- ACTE December 10-14, 2003 - Orlando
- NBEA April 7-10, 2004 - Chicago, IL
- NBEA March 23-26, 2005 - Anaheim, CA

NCBEA Board 2002-2003

- President Matt Hankins
(mhankins@greensburg.k12.in.us; hnmada@earthlink.net)
- President-Elect... Ethel Holladay (ehollada@midwest.net)
- Past President Sue Reid (reidjs@msu.edu)
- Secretary Glenda Kunar (glenda@cis.ysu.edu)
- Treasurer Maurice Henderson
..... (maurice.henderson@emich.edu)
- NBEA Sr. Rep. Kimberly Schultz
..... (kimberly.schultz@kirkwood.edu)
- NBEA Jr. Rep. Sharon Fisher-Larson
..... SATBFL@aol.com
- Student Rep. Lindsey Frerking
..... (s211666@mail.nwmissouri.edu)
- Illinois Rep. Margaret Erthal (mjertha@ilstu.edu)
- Indiana Rep. Phyllis Rokicki (rokickph@tds.net)
- Iowa Rep. Beth Sindt (bsindt@hawkeye.cc.ia.us)
- Michigan Rep. Larry Pagel (lpagel@nmu.edu)
- Minnesota Rep. Jan Karjala (jkarjala@winona.edu)
- Missouri Rep. Donna DeFrain
..... (ddefrain@warrensburg.k12.mo.us)
- Ohio Rep. (Temp) Stella Hull (hully48@aol.com)
- Wisconsin Rep. Jacki McDugle
..... (jmcdugle@blackhawk.edu)
- ISBE Rep. Marcia James (jamesm@mail.uww.edu)
- Newsletter Editor Barb Bielenberg
... (bielenb46@yahoo.com) or (bielenb@sioux-city.k12.ia.us)
- NBEA Exec. Director Jan Treichel (jtreichel@nbea.org)
- NBEA President John Lightle (jml@comteck.com)
- NBEA President-Elect Mary Ann Lammers
..... (lammersm@gw.lbcc.cc.or.us)

Regionally Speaking can be found as a **link** on the **NBEA (www.nbea.org)** or

Website: <http://course1.winona.edu/jmurphy/nbea/>

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*The next issue will have a deadline for information of **December 5**, and anyone may submit articles. **State Presidents** submit articles for the **April 30, 2004, deadline.***

If you cannot access the newsletter on the website, please E-mail me.. You should be able to access it if you have Adobe Acrobat Reader 4.0 or higher. If not, I can tell you how to download it (Acrobat Reader) free from Adobe.com if you have problems.



OHIO REPORT - OBTA

An Association for Business Technology Educators
by Stella Hull, President

As I go back and read my duties as OBTA –An Association for Business Technology Educators for about the fifth time, things are finally beginning to sink in. I needed to get to Wisconsin. Why? To represent Ohio at the joint WBEA/NCBEA convention. Preparations were made and anticipation set in. Despite illness, I did attend and I am so very glad I didn't miss it. One of our own, Darlene Sue Allen, was honored at the NCBEA awards luncheon. I thoroughly enjoyed my stay, made new acquaintances, renewed old ones, and attended great sessions. Congratulations to all involved on a wonderful convention.



It seems budget cuts are a hot topic, not only at the convention and in Ohio, but all over the North Central region. Some school districts in Ohio were given the information one week and cuts were effective the following week. We thought we had the "education" governor on our side, but I guess he couldn't make it work. I guess your platform is not always as stable as you might think. Because of these cuts, it seems that many business educators are also cutting back on membership in their professional organizations and professional development activities. Imagine my surprise upon submission of my expenses for the convention when I was only reimbursed for 75% of what had been originally approved. I've read that some school districts are using some creative financing to help them overcome the cuts. So I feel that all I can do is to encourage business educators to hang in there.

In Ohio, we are trying to increase membership and participation. I must admit that I was a bit jealous of the participation in Wisconsin, and they were complaining. To that end, one of the newest additions to our executive board is our student representative, Jessica Barga. She comes to us from Wright State University with a wealth of ideas to help with recruitment of younger members. I not only look forward to working with her, but also with the many dedicated members who give of their time to help this organization stay viable. I am always open to suggestions and welcome comments at hully48@aol.com or hully48@msn.com. I invite you to join us for our 76th convention in Toledo, OH, October 16 – 17, 2003, at the downtown Toledo Radisson. For more information you may contact President Elect, Vicky Ryan, at vryan@daviscollege.edu.

Wisconsin Report

Jackie McDougle

A Treasure of a Seminar!
What an exciting day Wisconsin Business Education Association members had at the Fall Seminar on Saturday, September 27, 2003. The seminar, entitled "A Treasure Chest of Ideas," lived up to its name.



We had our meeting at the fabulous D. C. Everest Middle School in Weston, Wisconsin. This facility is about a year old and is designed for sixth and seventh grades. It is a bright and cheery setting with lots of light.

The sessions started after a breakfast and included IC³ Certification (how to earn it and how to present it to your students), Stress Management (need I say more?), Wisconsin's Virtual High School (an online alternative high school—handouts were available), an Employer Panel (a chance to hear what local employers believe are the most important skills to give your students), NetOp (a software which allows the instructors to see the students' screens, lock the computers down, and even control the mouse and keyboard remotely, and send messages to the students).

Also included in the sessions was a chance to learn about Business Education Internet Sites (a hands-on opportunity to explore several websites from Delta Pi Epsilon's Beta Theta collection), or to explore the Global Educators Program (learn how to travel to a destination of your choice and spend three to four weeks "team teaching" with colleagues overseas), or to explore Virtual Business Simulations (Glencoe demonstrated their Virtual Business Simulations for Management), or to get together with other advisors for a Yearbook and/or Newspaper Share Shop (a chance to share success stories and tips and tricks of the trade).

After a lunch, we all participated in the Carousel of Ideas/Activities with 13 different tables. Here "best practice" activities or ideas were shared for about 20 minutes, and then we rotated to another table of interest. These topics included Accounting, Business Law, Desktop Publishing, Entrepreneurship, Finance, International Business, Keyboarding, Marketing, NAP Committee Update, Presentations, Reality Day, Spreadsheets, and Word Processing.

Everyone in attendance left the meeting (between raindrops) with his or her own Treasure Chest of ideas. Kudos to Jennifer Gipp for a great program!

We are looking forward to our Spring Convention in Wisconsin Rapids from April 22 – 24, 2004. Hope to see you there!

MICHIGAN REPORT

Larry G. Pagel, Michigan Representative

The Michigan Business Education Association will hold its 65th Annual Convention at the Amway Grand Plaza Hotel, Grand Rapids, Michigan on October 22-24, 2003, with a theme of "Step It Up A Notch With MBEA". The Opening Session will include a "State of Career & Technical Education" address, an awards presentation, and the annual business meeting; and the Awards Luncheon will include an entertaining presentation by keynote speaker Tim Cusack. During the general session on Friday, BMMT Pathway Consultant Karen Pohja will share a keynote address regarding the Business Management, Marketing, & Technology Curriculum. In addition, concurrent sessions will be offered on such topics as computerized accounting, computer literacy, legislative action, entrepreneurship education, personal finance for the K-12 classroom, Junior Achievement programs for the 21st Century, teacher sites on the internet, Michigan Virtual High School, No Child Left Behind, and business communications.



Next year's convention will be held in October 21-23, 2004, at the Marriott East Lansing in East Lansing, Michigan. We hope you will be able to attend!

The Michigan Business Education Association has a new Web site <www.mbea-online.org> and is going with an electronic newsletter later this fall. These are exciting times for business education in Michigan, and our new Web site and electronic newsletter will give us an improved ability to communicate with our members.



ISBE - KRAKOW, POLAND



SIEC 2004 CONFERENCE TO BE HELD IN EASTERN EUROPE

Please join your colleagues for a transforming experience in Krakow, Poland, at the 76th International Conference – **July 25-July 30, 2004**. The theme of the conference is *Teaching and Learning in a Country in Transition*.



The complete program for delegates and accompanying people can be found at <http://www.siec-isbe.org/krakow.doc>. Pre- and post-conference tours are available.

Krakow is a beautiful city in the mountains and was untouched by the world wars. The economy of this country makes this one of the least expensive ISBE Conferences offered. The registration fee is under \$500 and includes many meals; housing will be under \$60 a night based upon two to a room.

Therefore, start planning for this educational experience. (One university credit is available through the University of Wisconsin-Whitewater for those individuals registering as a delegate.) Please contact Marcia James, N-CBEA ISBE-rep elect at jamesm@uww.edu for more information.

From Minnesota

by Jan Karjala, Representative

Refresh, Recharge & Recreate in Fabulous Fergus Falls?! That's the call to business educators in Minnesota and visitors from the North Central Region to attend the Minnesota Business Educators Incorporated (MBEI) convention. The NCBEA President, Matt Hankins will join MBEI at its Fall Convention from October



3-4, 2003, at the Bigwood Event Center in Fergus Falls, Minnesota. For information about the MN 2003 Fall Convention, check the MBEI website: <http://mbei.gen.mn.us>. Program highlights include sessions such as

- e-Folio; Cisco; Grant Writing; Ethics; Changes in Accounting Education, Service Learning;
- The New Minnesota Academic Standards, Performance Assessment—Not Always an Exam;
- Everything You Ever Wanted to Know about Business Education Licensure;
- Speech Recognition Software; Tablet Computer Technology; Mous Certifications and More;
- Creating Training Video Clips and Digital Media in the Classroom;
- Round Tables: Career and Technical Education—How to Market Your Program; Technology/Tablet, and Speech Recognition Software; Economics Education; and the Transcript Review Process.
- The scheduled Friday Keynote presenter, Rick Olson, author of *Unleash Your Greatness*, is presenting thirty-four keys to becoming a person of impact and insights about personal performance.
- At the Friday Banquet Sr. André Marthaler, OSB, Sisters of St. Benedict, St. Joseph, MN, is presenting "Two Pews Behind the Driver." Observations noted while riding on Greyhound Buses spurred writing with a humorous twist about human nature.
- A Saturday Brunch and Closing Speaker, Dr. Mary Jacquart, Director of Federal Legislative Relations, Minnesota State Colleges and Universities (MnSCU) System Office is slated to speak about Career and Technical Education.

Minnesota's Educators Received Awards. Dr. Mary Jacquart, Director of Federal Legislative Relations, MnSCU System Office, was named the National

ACTE—McDonald's Outstanding Career and Technical Educator at the 2002 ACTE Conference. MBEI Awards recipients in 2002-2003 include Keith Hannah, Emerging Professional; Kathleen Jensen, Outstanding Secondary Business Educator; Dr. Jeanette Karjala, Distinguished Service; Karen Kocer, President's Award; and Karen Sandersfield, Outstanding Post-Secondary Business Educator.

MBEI's Executive Secretary is Dr. Robert H. Meyer (rhmeyer@connect.com); he has served in this capacity through 2003.

Courses Offered During Summer 2003. Keyboarding and Computer Applications Endorsement courses were held at five sites in Minnesota: St. Cloud, Rochester, Stillwater, Bemidji, and North Mankato. Any teacher licensed in Minnesota may take the courses and apply for the endorsement to teach K-8 keyboarding and computer applications.

In addition, three voice recognition workshops were conducted—one at Winona State University and two in the Twin Cities area through assistance of Jean Kyle, Business Education Specialist, Department of Education (DOE). Through the support of Jean Kyle and her MN DOE office, Minnesota is developing a mentorship-induction program for business educators

MBEI Officers 2003-2004

Robert Murray President
murray@rcc.mnscu.edu
Deron Stender Past President
dstender@yahoo.com
Jeanette Karjala President-Elect jkarjala@charter.net
[/jkarjala@winona.edu](mailto:jkarjala@winona.edu)
Coralie Fiegel State Secretary
coralie.fiegel@roch.edu
Leslie Bauman Treasurer
lbauman@gf.mnwest.mnscu.edu



ON SALE NOW: *Technology Activities Plus*

*Includes old fashioned, pen & pencil activities, too!

2002-2003 (a few copies left)



Submit activities for the
new publication
to Sharon also.



The North Central Business Education Association (NCBEA) is comprised of National Business Education Association members from Illinois, Indiana, Iowa, Missouri, Michigan, Minnesota, Ohio, and Wisconsin. In 2000, NCBEA agreed to support special membership benefits for the members by providing perks during the year.

Two years ago NCBEA published its first *Technology Activities for Business Education* as a service to members and to provide additional funds for NCBEA. The publication was a success! And, to continue that success story, NCBEA is proud to announce its second publication, *Technology Activities for Business Education Plus! 2002-2003*. This publication has 55 activities submitted by teachers from the eight states as well as from our NBEA President, Sharon Lund-O'Neil. We added *Plus* to the title because this publication also includes some old fashioned, basic pen and paper activities.

If the activities are purchased **at a convention or conference site**, a printed booklet is \$10; a CD, \$5. If you wish to order either the printed copy or the CD and have it sent to you, please send \$14.25 for the printed booklet, and \$6.25 for the CD. **Make checks payable to North Central Business Education Association.**

Send the form below to:

Sharon Fisher-Larson
3627 Briar Crest Drive
Janesville, WI 53546.



Please send me ___ Printed Booklet(s) @ \$14.25 ___ CD(s) @ \$6.25 of *Technology Activities Plus for Business Educators*

Name _____

Address _____

City _____ State _____ Zip _____

Student Representative

Lindsey Frerking

Hello and welcome back to another fall semester. My name is Lindsey Frerking and I am currently a junior at Northwest Missouri State University. I am very excited to have the honor this year to serve as the Student Representative for North Central Business Education Association. Although my position has just begun, it has been very enjoyable. My first duty was to attend the Administrative Board retreat in Chicago. Not only was it my first trip to the "Windy City", but it was also the weekend of my birthday. I had a fabulous time meeting the other board members from the eight states NCBEA is comprised of and learning more about the organization. I was treated as the "Birthday Girl" all weekend and had a delightful birthday supper at Gino's, a real Chicago pizzeria.



As the Student Representative, my main concentration is directed towards student membership for NCBEA. Not only are professional organizations valuable for current educators, but also students working towards becoming a business teacher are encouraged to enhance their professional development and NCBEA is a great start for doing so. At the August Administrative Board retreat, we decided that this year students should have the equal opportunity at a chance to receive a \$200 stipend towards their first NBEA convention. The 2004 convention will be held April 7-10th in Chicago, IL. Chances at this incredible offer can be found at your state business education conference or feel free to contact me for more information. As a student attendee of the 2003 convention in Dallas, TX, I can confirm it was motivating to be with so many business educators from across the country and see how they are dedicated to ensuring their students are receiving the best instruction possible.

I will be working this school year to increase student membership of NCBEA. If you are a student who is interested in joining and would like more information or if you are a current educator and would like me to promote student membership at your institution, please feel free to email me at S211666@mail.nwmissouri.edu. As a voice for the students I am here to listen to your questions and comments and I look forward to hearing from you. I am excited to be serving as your Student Representative and I wish you all a great fall semester!

ILLINOIS REPORT

Margaret Erthel, Representative

The Illinois Business Education Association Conference is just around the corner and chocked full of interesting and informative sessions and many hands-on computer workshops. The conference will be held November 5-6, 2003 at the Crowne Plaza in Springfield, IL. The theme for this year's conference will be "Let IBEA Show You the Way." The conference planning committee, headed by Peggy Gross, has been working overtime to make this a super conference.



Computer workshop titles include: Using FrontPage to Create a Web-Based Survey, Preparing Tests with WebCT, Creating Animation Using Macromedia Flash, Internet-Based Keyboarding, Integrating Word and PowerPoint, Building WebPages with Macromedia, Webquests Basics, Dreamweaver, Digital Memory Maker, and Demystifying Access.

The opening general session will feature Mark A. Thompson who will speak on "The Challenge." During the two-day conference there will be affiliate meetings, sessions on current trends and issues in Business Education, an application of research session sponsored by Delta Pi Epsilon, and much more. Matt Hawkins will bring greetings on behalf of NCBEA. Awards for research and service, along with scholarship winners will be announced during the Awards Luncheon. Two tours will be available to attendees: the Old State Capitol Historic Site and the Lincoln-Herdon Law Offices State Historic Site. Attendees can register to take the Microsoft Office 2002 Specialist (MOS) Training/ Certification for Office XP and Internet and Computing Core Certification (IC³) Training/ Certification. These opportunities are being hosted by Robert Morris College.

Newly elected Officers of NCBEA below:

Ethel Holladay
President-Elect



Maurice Henderson
Treasurer.



2004 BERNARDI PRE-ISBE CONFERENCE TOUR

Ray Bernardi

An ISBE Pre-conference tour to destinations in Greece, Turkey, the Czech Republic and Poland is being offered by Dr. Ray Bernardi in conjunction with the 2004 ISBE Conference in **Krakow, Poland**.



The dates of the tour are July 14-25, and the dates of the 2004 ISBE Conference are July 25-30. Participants will leave the USA from the JFK Airport in New York City on the evening of Wed., July 14 for Athens, Greece, and the start of their 2004 tour. It will begin with a cruise of the Greek Isles which will include visits to the following Greek Islands: Mykonos, Patmos, Rhodes, Crete, and Santorini. It will also include the port of Kusadasi on Turkey's western coast from which we will visit the magnificent ruins of Ephesus. Following the cruise, you will have a city tour of Athens.

Your next destination will be Istanbul, Turkey, where you'll visit the Topkapi Palace (the residence of the former Sultan of the Ottoman Empire); the Blue Mosque; St. Sophia; the Ancient Byzantine Aqueduct; the Kapali Carsi (covered bazaar); and the Spice Bazaar. In the afternoon, you'll take a ferry boat across the Bosphorus to the Asian town of Uskudar, where you'll visit one of Turkey's famous Hamams (bath house) and see what an old, smaller Turkish town looks like. You'll conclude your visit to the magic city of Istanbul with a romantic dinner at a restaurant overlooking the Bosphorus. While you're eating, you might see ships from Russia passing through on their way to and from the Mediterranean Sea.

From Istanbul you will fly to Prague, the capital of the Czech Republic. Since the "Velvet Revolution," Prague has grown into one of the more fashionable, beautiful, and culturally exciting cities in Europe—so now you'll have the opportunity to visit this magnificent city on the banks of the Vltava River! Prague architecture represents a unique blend of Gothic, Renaissance, and Baroque styles. With a local guide you will see the 1,000 year old Hradcany Castle, majestic St. Vitus' Cathedral, and the Golden Lane, before you descend to the Old Town, where you will

conclude your tour at the fascinating Astronomical Clock. Later, there will be time for you to shop for fine Bohemian crystal, Carlsbad porcelain, or superb costume jewelry, treasures for which the Czech Republic is world-famous. You'll have dinner at a local restaurant in Prague tonight with local entertainment.

From Prague you'll motor to Krakow, passing through Czech town of Hradec Kralove, and drive into Poland at the Nachod border crossing. From Nachod, the motorcoach takes you to into Krakow. On your arrival in Krakow, you'll be taken to your ISBE Conference hotel where you will check in and pick up your 2004 ISBE Conference registration packet. This evening, you will be able to attend the opening reception of the 2004 ISBE Conference. (Tour participants do not have to attend the ISBE Conference).

A lot is packed into this trip to Greece, Turkey, and eastern Europe. However, the tour has been planned so that you will have ample time to shop and explore on your own in each place that you will be visiting.

To sign up for the tour, please send a deposit of \$200 (please make out your check payable to Ray Bernardi) and send it to: Dr. Ray Bernardi, 3109 Aylesbury Circle, Lexington, KY 40509, no later than March 31, 2004, to guarantee a place on the tour. If possible, please send your deposit earlier to help Dr. Bernardi in planning his tour. A complete itinerary and detailed information about other tour inclusions can be obtained by mail from: Dr. Ray Bernardi, 3109 Aylesbury Circle, Lexington, KY 40509; by e-mail at rbern65454@aol.com, by calling 859-263-3315; or by accessing his web page at: <http://www.geocities.com/rbern65454/index.html>



NCBEA SEEKS NOMINATIONS FOR ADMINISTRATIVE BOARD POSITIONS

The Nominating Committee of the North Central Business Education Association is seeking nominations for **President Elect** and **Secretary** of the **NCBEA Administrative Board**. The Nominating Committee members are Matt Hankins, Glenda Kunar, Barb Bielenberg, and Sue Reid, Chair. **The positions to be filled are:**

President Elect

**(one-year term followed by one-year terms
as President and Past President)**

Secretary

(three-year term)

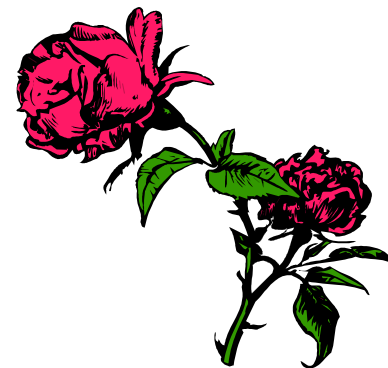
Some of the responsibilities of the President Elect include attending all Administrative Board meetings and functions, acting as president in the absence of the president, serving as co-chair of the Program of Work and Strategic Planning Committees, and completing other tasks directed by the president of the Administrative Board. After completing the year as President Elect, he/she assumes the presidency for one year, followed by another year as the past president. **Nominees for the position of President Elect must have served at least one year on the NCBEA Administrative Board.**

The Secretary's duties include attending all Administrative Board meetings, keeping and distributing accurate minutes of the proceedings of all meetings, maintaining copies of the minutes for the archives, and completing other tasks directed by the president of the Administrative Board. **This is a three-year position.**

All nominees must be current members of NBEA in the year. Nominations are due to the Nominating Committee Chair by **December 20, 2003.**

The Nomination Form and Nomination Agreement Form are on the next two pages. If you have questions, please contact the Chair, Sue Reid, at reidjs@msu.edu, 1635 Cahill Drive, East Lansing, MI 48823, or 517 482-7286.

See Forms on NEXT Pages-->



SYMPATHY

We extend heartfelt sympathy to **Matt Hankins** in the recent loss of his father, and to **Phyllis Rokicki** (both of **Indiana**) in the loss of her husband.

Our thoughts are with you and your families!

NCBEA

NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION

2004-2005 Nomination Form

Name of Nominee: _____

Address of Nominee: _____

North Central State Represented: _____

NCBEA Position Desired:

_____ President Elect

_____ Secretary

Nomination made by:

Name _____

Address _____

Telephone Number _____

E-mail address _____

Representing: (check one)

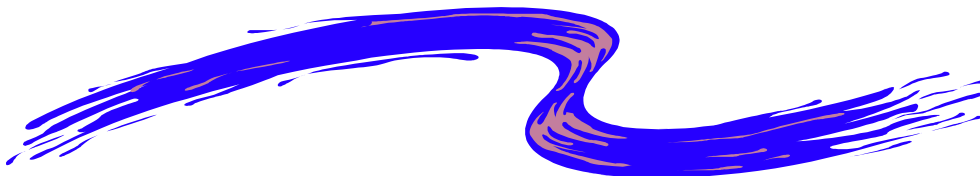
_____ NABTE Endorsement

_____ State Association Endorsement

_____ NCBEA Board Member Endorsement

_____ NBEA/NCBEA Individual Member Endorsement

This Nomination Form is to be attached to the Nominee Agreement Form and forwarded along with the candidate's resume and recent photograph to Sue A. Reid, Chair, Nominating Committee, 1635 Cahill Drive, East Lansing, MI 48823, postmarked by **December 20, 2003**. Please call 517 482-7286 or e-mail reidjs@msu.edu with any questions.



NCBEA

NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION 2004-2005 Nominee Agreement Form

This form has been prepared to help you establish your eligibility as a candidate for office in the North Central Business Education Association. Please complete the form and give it to the person who is nominating you so that s/he can send it along with your nomination form. The deadline is December 20, 2003. The NCBEA offices available are President Elect and Secretary to the NCBEA Board. The President Elect position is for one year, followed by one-year terms as President and Past President. The Secretary's office is a three-year term (2004-2007).

To be eligible as a candidate for office in the North Central Business Education Association, a candidate must :

1. Be a current member of NBEA (dues paid in the year in which the candidate is NOMINATED). Nominees for President Elect must have previously served on the NCBEA Administrative Board.
2. Attend all Board meetings and NCBEA sponsored activities.
3. Submit a signed statement that she/he has agreed to be a candidate for the office for which nomination is made.
4. Submit a resume of no more than 3 pages and a digital or scanned photo.*

YOUR NAME _____ DATE _____

HOME ADDRESS _____

HOME PHONE () _____ WORK PHONE () _____

PREFERRED E-MAIL ADDRESS _____

I hereby agree to have my name placed into nomination for the office of _____ in the North Central Business Education Association. My National Business Education Association dues for 2003-2004 have been paid.

YOUR SIGNATURE _____

Return form and accompanying documents to:

Sue A. Reid, Chair, Nominating Committee
1635 Cahill Drive
East Lansing, MI 48823

For information, call 517 482-7286 or e-mail reidjs@msu.edu

IOWA NEWS

by Beth Sindt, Representative

SPRING: I attended the NBEA convention in Dallas; and participated in some computer workshops, helped facilitate a session, and helped at the publications table.

IBEA member, Marilee Smith, from Kirkwood Community College in Cedar Rapids, received an award from NBEA in April.



I also attended the WBEA/NCBEA convention in Green Bay; participated in a pre-convention computer workshop after helping Barb Bielenberg set up for her computer session. I donated items for the NCBEA auction, and I helped sell tickets for it.

SUMMER: At the summer retreat for the NCBEA board, we decided to offer a \$200 one-time stipend to one person per state in the NCBEA region to attend the NBEA convention in Chicago in April 2004. Forms will be available at the IBEA convention, where I will have a table in the exhibit hall.

It will be a pleasure to serve as the Awards Chair for 2003-04. My committee met during the summer retreat, and we selected some outstanding people to receive this year's awards. These awards will be presented at the NCBEA luncheon at the national convention in Chicago. Please plan to attend that luncheon and support your NCBEA colleagues.

Because the national convention is in the NCBEA region, we would like to see a record number of members from the NCBEA attend. Be watching for flyers and online information about this event. Kimberly Schultz, the NBEA Membership Director, helped us with our goals for the year and helped us with some materials we can use at our state conventions.

With the help of Colleen Hunt, our representative at the State Department of Education, computer work-

shops were held at community colleges in various parts of the state this summer. IBEA members had the opportunity to learn Microsoft applications and take certification tests.

Statewide articulation for computer concepts courses is being discussed and developed. Teachers from secondary and postsecondary institutions worked on competencies this summer with representatives from the Department of Education.

Also this summer, business education leaders were invited to participate in a day-long workshop entitled *Cutting Beyond the Edge: New Realities in Business Education*. Participants listened and interacted with retired state economist of Iowa, Harvey Siegelman, and sculptor and poet, David Williamson.

CONVENTION INFORMATION: The fall convention will be October 17-18 at the Holiday Inn Conference Center in Des Moines across from the airport. The IBEA board will meet the evening of October 16. **A reminder to all—NCBEA/Iowa Business Education Association joint convention will be October 15-16, 2004, also at the airport Holiday Inn.**

WEB SITE: Our Temporary Web site is <http://www.iowatelecom.net/~elwoods/>.



NCBEA Board at Summer Board Meeting in Chicago, helped Lindsey (our student representative) celebrate her 21st birthday!



Missouri Report

Donna DeFrain, Representative

The annual conference of the Missouri Business Education Association was held in Springfield on July 21-24, 2003. The conference theme was "Business Education . . . A Career Connection." Approximately 618 business educators attended the conference that was held in conjunction with the Missouri Association of Career and Technical Education annual convention. Matt Hankins, NCBEA President, was welcomed to our conference at the opening session by MBEA President, Karen Owen.



The featured speaker at the opening session was Dave Stone who spoke on "Work is a Four-Letter Word." Conference attendees selected from 10 hands-on computer workshops with training in the latest technology and 82 concurrent and roundtable sessions on a variety of topics. The 2004 summer conference is scheduled for July 19-22, 2004, in Springfield.

The following MBEA awards were presented at the summer conference in the opening session with a reception following:

- Carol Pulkrabek, New Professional of the Year
- Donna DeFrain, Outstanding Secondary Business Educator
- Jeanne Kruger, Outstanding Collegiate Business Educator
- Marilyn Ellis, Distinguished Service
- Terry Barton, Distinguished Service
- Larry Nottingham, Distinguished Service

The districts held their annual basket raffle to raise money for district scholarships. Each district participated by bringing one or more baskets which were raffled with proceeds being used to fund their scholarships.

Tours were offered this year for this first time to local businesses in Springfield. Bass Pro and Springfield Remanufacturing Corporations opened their doors for us to visit.

Another opportunity for Missouri teachers was to participate in becoming IC³ certified while at the con-

ference. Exams took less than one hour to complete and were managed by Certiport, Inc. This exam consisted of written questions on the basics and not software.

The officers for the 2003-2004 year were elected at the closing session:

- Nancy Zeliff, President
- Laura Taylor, President-Elect
- Karen Owen, Past President

The other officers serving three-year rotational terms are:

- Chakita Jackson, Secretary
- Maureen Thoendel, Treasurer

The New Teacher Seminar was conducted again this year by Kellie Reese, chair of the New Professionals Committee. This seminar was sponsored by the Department of Elementary and Secondary Education at the summer conference. MBEA contributed handouts and gifts to welcome them to the business education profession. Classroom management and ideas/activities for business education classes were presented to the new professionals. A mentoring workshop was also conducted by DESE to guide mentors and the new teachers.

Three stipends were awarded of \$100 to four new teachers. The stipends are available yearly with the following criteria: be a new business educator with three or less years of experience or be a spring graduate with a contract to teach business in the fall at a Missouri school. The recipients must be members of MBEA and have never attended the summer conference.

The Charles Newman Scholarship was awarded to Kari Wright, a May graduate of Salisbury High School. She will be attending the University of Missouri-Columbia this fall as a business major. MBEA has also established the Joanne Newcomer Scholarship which hopefully will be awarded for the first time at next summer's conference to a student majoring in business.

The 12th annual MBEA fall conference will be held November 21-22, 2003, at the Inn of Grand Glaize in Lake Ozark. The MBEA Executive Board will meet on November 21. <http://www.dese.state.mo.us/divvoted/business/mbea.htm>

NCBEA FIRST-TIME ATTENDEES TO NBEA STIPEND

If you are a professional member of North Central Business Education Association, and have never attended the National Business Education Association 's annual convention, you are eligible for a professional development stipend. The \$200 stipends will be presented at the NCBEA awards luncheon on Thursday, April 8, 2004, in Chicago, Illinois. Recipients must attend the luncheon, where they will receive the stipend from NCBEA President Matt Hankins on behalf of the region. Recipients will be notified by December 15, 2003. If you would like to apply for a **NCBEA First-Time Attendees to NBEA Stipend**, please complete this form, sign, and return to: Maurice Henderson, P.O. Box 24051, Detroit, MI 48224, FAX 734.487.4329. *Applications must be received by December 1, 2003.* No application will be accepted after the deadline.

NCBEA FIRST-TIME ATTENDEES TO NBEA STIPEND NBEA 2004 Annual Convention - Chicago, Illinois - April 2004

Last Name _____ First Name _____ Initial _____

Home Address _____

City _____ State _____ ZIP _____

School/Organization/Business Name _____

Address _____

City _____ State _____ ZIP _____

Home Telephone _____ Work Telephone _____

Fax _____ E-mail _____

Attending the NBEA convention will benefit me in the following way(s):

State Affiliation (select one) Illinois Indiana Iowa Michigan
 Minnesota Missouri Ohio Wisconsin

Position (select one)
 Classroom Teacher Teacher Educator Administrator/Supervisor Other

Statement of Understanding

I understand that I will receive the \$200 stipend only if I am registered for the 2004 NBEA Convention and attend the awards luncheon on Thursday, April 8, 2004. I further understand that to be eligible, I must be a professional member of NBEA and have never attended an NBEA convention. I also understand that making this application does not guarantee that a stipend will be awarded.

Signature _____ Date _____ NBEA Membership Number _____

NCBEA MEMBERSHIP DIRECTOR REPORT

BY Sharon Fisher-Larson & Kimberly Schultz, NBEA Representatives

NBEA Executive Board Blows Into the Windy City!

The NBEA Executive Board met in Chicago October 31-November 2, at the Downtown Marriott on Michigan Avenue, that magnificent mile! Although it was a wonderful learning and professional development opportunity; it also gave us a sneak preview of the 2004 convention site. If you have attended NBEA in Chicago before, we don't need to convince you to attend. You know all about the great shopping opportunities and culinary delights awaiting your visit. If you haven't attended NBEA in Chicago, let's us entice you. The hotel is a dream. The rooms are spacious and comfortable and provide panoramic views of the city. You can get your caffeine fix first thing in the morning at the on-site Starbucks! The meeting rooms and lounges promote invaluable networking opportunities and the making and renewing of friendships.



The hotel's location on Michigan Avenue is close to *everything*. Shopping, Navy Pier, Museums, the Theater District, and more are all within walking distance or a short taxi ride. And, of course, it's NBEA. The sessions will be great! You will return to the workplace rejuvenated and ready to implement all the wonderful ideas shared by speakers and fellow educators. The opening session speaker will feature Kathrine Switzer, the first woman to run in the Boston Marathon.

You won't want to miss this professional opportunity, so coordinate your school schedules now to enable you to attend NBEA in April in Chicago. Reservation materials are available on line at www.nbea.org or in the December *Forum*.

And, of course, we did work, re really worked! Highlights of the fall board meeting include:

- On-line purchasing of publications will be available after January 1 for a limited audience and will be available to everyone by convention. Only credit card orders will be accepted.

- *Mentor Me: A Guide to Being Your Own Best Advocate in the Workplace* is available now at a price of \$16 for NBEA members.



- A book highlighting the interrelationships section of the NBEA Standards is being developed and will be available by convention time. Jim Miles from New York will present a session at NBEA covering this book.
- March 19-22, 2008, convention potential sites:
 - Houston
 - San Antonio
 - Denver

Considerable discussion was held regarding the need for individuals to accept leadership roles. Regional presidents and representatives to the board were encouraged to return to their region and promote leadership development and recruit individuals for leadership positions. Are you a potential leader? Yes! But you don't know where to begin? Think about serving on a committee. It's fun and painless, and you get back so much more than you give. Contact Sue Reid in Michigan or Jennifer Petersen in Indiana to help with registration or hospitality at the 2004 NBEA Convention.

Although membership revenue increased along with NBEA investments recovering from the downturn after September 11, these increases were offset by decreasing convention and publications revenue. The accounting firm of Rivis, Jones, and Maresca, P.A. recommended that dues increases should be proactive and the organization should develop a plan of dues increase implementation. As a result of the accountant's recommendation, a motion to increase dues effective immediately was passed by the board. *Dues will be now be \$70; (NCBEA's share will be \$7)*. In addition, the Finance Committee was charged in 2004 to develop a plan for dues structure.

Kimberly Schultz and Sharon Fisher-Larson
NCBEA Representatives to the NBEA Board

NCBEA Administrative Board Meeting - Bites and Pieces from the Secretary's Minutes - Chicago, Illinois - August 10 and 11, 2003

Call to Order and Roll Call—Matthew Hankins

President Matt brought the Administrative Board meeting to order at 4 p.m. following the committee meetings which started at 8 a.m. on Sunday, August 10.



Secretary, Glenda Kunar, called the roll. Fifteen members and 1 guest were present. Phyllis Rockicki, Indiana representative, was absent because of a family Illinois.

New members to the Board were:

- Donna DeFrain Missouri Representative
- Lindsey Frerking Student Representative
- Maurice Henderson Treasurer
- Jeanette Karjala Minnesota Representative
- Jackie McDugle Wisconsin Representative
- Stella Hull Temporary Ohio Representative

Treasurer's Report—Maurice Henderson

Maurice distributed the Expense Voucher and Receipt of Funds forms and asked everyone to complete carefully. Forms should be completed on a timely basis. Maurice asked that any checks that are mailed be "Certified" for safety.

The Financial Report was distributed next. Maurice reminded the Board that this report shows only active account balances; he distributed a Chart of Accounts listing all accounts. The money market and checking account have been transferred to Michigan where Maurice lives. The \$7,603.37 CD will be reinvested when the rates improve.

| | |
|---------------------------------------|-----------|
| Beginning Cash Balance, July 23, 2003 | 12,272.69 |
| Total income | 19,671.65 |
| Total expenses | 21,583.29 |
| Ending Cash Balance | 10,361.05 |

The letter from the NCBEA Audit Committee was presented next. Maurice Henderson moved that the Audit Report be approved. Sue Reid seconded; motion passed.

Executive Committee—Matt Hankins

President Hankins suggested that the terms for state representatives go from two-year terms to three-year terms. According to the Bylaws and Handbook, acting as convention coordinator is the responsibility of one representative and the other representative is the membership chairperson. President Hankins said we will put this in writing under new business.

NBEA Representative Report—Kimberly Schultz

Kimberly will be the Membership Chairperson at NBEA.

Kimberly reported the following membership goals and numbers as of May 2003:

| State | Goal | Membership |
|---------------|-------------|-------------|
| Illinois | 500 | 392 |
| Indiana | 256 | 217 |
| Iowa | 203 | 141 |
| Michigan | 321 | 286 |
| Minnesota | 183 | 192 |
| Missouri | 456 | 418 |
| Ohio | 381 | 233 |
| Wisconsin | 319 | 289 |
| Totals | 2619 | 2168 |

Publications Report—Barbara Bielenberg

NCBEA needs a new web master and web site because Nancy Zeliff will no longer have this responsibility. Barb will ask Nancy to place a note on her web site indicating that the newsletter and NCBEA information will no longer be published at that address.

Barb reported that she publishes three electronic NCBEA newsletters a year that she sends to Board members via email and places online at www.nwmissouri.edu/~oisbe/ncbea/. She reminded state reps to forward the newsletter to state boards. Barb also distributed a laminated copy of the NCBEA brochure.

Standing and Ad Hoc Committee Meetings/Reports

Committees met during the Retreat times in Chicago and prepared a written report based on discussions/recommended projects/action/or topics for future meetings. These reports were submitted to the Board and are part of the official minutes.

Because Committee Chairs provide the newsletter editor with reports, the following are just some of the recommendations of the NCBEA committees:

Awards—Beth Sindt, Chairperson

Beth opened discussion on the subject of retirement. If an individual has been nominated for an award and also retires during the same academic year, retirement will have no bearing on the award process.

The committee also decided to explore the possibility of having:

- § the NBEA Junior Representative be the Awards Chairperson
- § a member-at-large help with the Awards or be the Awards Chairperson
- § the Awards Chairperson be the state representative in which the NCBEA convention is held as long as that rep is not new to the board

Budget—Maurice Henderson, Chairperson

Maurice reported for the Budget Committee. The costs of a full audit of the NCBEA financial records will be

NCBEA Administrative Board Meeting, continued

reviewed. The Policies and Procedures Handbook were reviewed and the group decided to recommend changes to the following items:

- § corporate status contact is now Dianna Briggs (Item 1a)
- § lodging information pertinent to NCBEA Administrative Board retreats needs to be updated (Item 4, c, iii)
- § the wording involving *current year, fiscal year, last year, etc.* be clarified (Items 2a, 2c)
- § the president will be reimbursed for one additional regional association convention (Item 5b)
- § meal reimbursement rates be removed because NCBEA does not reimburse meals (Items 6c, 6d)
- § president's name be deleted as the required second person to have check-signing authority (Item 8b)

Legislative—Ethel Holladay, Chairperson

Ethel reported that the committee suggested the following actions:

- § NCBEA make states aware of the "Time for Accounting" CD through presentations, newsletters, and booths at conferences
- § the committee forward ACTE emails to state officers and legislative chairs

Marketing/Linkages—Larry Pagel, Chairperson

This committee discussed the following:

- § duties of the committee and recommended changes in the notebook; Items 5, 6, and 8 in Section 9 be deleted
- § deadlines for submitting an activity for the new publication, "Activities for Student Success, 2004-2005," is July 1, 2004
- § plans to promote NBEA/NCBEA and recommend that the ribbons be done in a horizontal pattern this year

Membership—Kimberly Schultz, Chairperson

Membership reviewed the handbook. Kimberly reported:

- § that she will send a postcard to NCBEA members trying to improve attendance at the Chicago NBEA convention
- § an action plan about membership from every NCBEA state has been developed
- § quarterly membership reports will be due soon
- § Kimberly is going to develop and send a slide show about membership to all members.

Publications—Barb Bielenberg, Chairperson

The Publications Committee is seeking a new webmaster for website where the newsletter can be posted. Bill Murphy is considering taking on the responsibility of web master.

Barb will use Stella Hull's name and address under the Ohio representative information even though Stella is only temporary until an Ohio rep can be found.

Bylaws/Handbook—Sharon Fisher-Larson

Sharon thanked everyone for getting their notebooks back in order, and the Board in turn thanked her for her work on the Handbook. The following suggestions were made:

- § Sharon will get some CDs made and distribute them to each state to sell at their state conventions.
- § Sharon asked that she be given information about presenters at the next NCBEA convention in Iowa.
- § Board members review POW activities and responsibilities on a regular basis

Maurice Henderson, Treasurer, will reimburse Sharon for costs of revising the Handbook.

Nominating—Sue Reid, Chairperson

Sue reported that the following positions will become open:

- President Elect
- Secretary
- Illinois, Indiana, Iowa, Michigan state representatives

The committee agreed on the following timelines to announce openings:

- early September, 2003—mail/email letters to selected people such as NCBEA state presidents, NABTE colleges and universities in NCBEA region, state newsletter editors, and NCBEA Board
- early September, 2003—provide newsletter editor with information such as the "call for candidates," "job descriptions", "nomination form", and "nomination agreement form"
- December 20, 2003—nominations due date
- January 5, 2004—committee review nominations
- January 15, 2004—publish ballots
- June 1, 2004—return ballots
- June 1, 2004—notify board and winners

Program of Work—Matthew Hankins, Chairperson

Matt reported that the committee is recommending the following:

- the term for NBEA and state representatives be changed from two years to three years
- a breakfast be hosted by Matt Hankins at the NBEA Chicago Convention for state presidents
- the duties for the NCBEA administrative representative include the following: update NCBEA Handbook, act as historian for NCBEA, act as convention coordinator, and evaluate these duties after one year

NEW BUSINESS

Election Results—Matthew Hankins

The results of the last NCBEA election were announced:
Maurice Henderson, Treasurer

continued on p. 18

NCBEA Administrative Board Meeting, continued

Ethel Holladay, President Elect
Donna DeFraim, Missouri Representative
Jeanette Karjala, Minnesota Representative
Jackie McDugle, Wisconsin Representative

Stipends Policy and Scholarships—Ethel Holladay/ Maurice Henderson

Funds of \$200 for NBEA scholarships come from each NCBEA state. All eight states can award a \$200 stipend to a professional or student NBEA member from the state. Several motions and discussion from the Board took place about the stipend. A motion was made by Margaret Erthal to “award a professional stipend of \$200 to a first-time attendee at NBEA for each state” and Maurice Henderson seconded. Then discussion about awarding the funds to another state if a particular state does not have a nominee followed. Maurice Henderson moved and Kimberly Schultz seconded that the original motion be amended by adding “for the 2004 NBEA Convention in Chicago, Illinois.” The motion passed. Kimberly then moved the motion be amended to read “one \$200 scholarships per state to two \$100 scholarships per state” and Donna DeFraim seconded, but the motion failed. Sharon Fisher-Larson moved that the motion read “professional or student” and Barb Bielenberg seconded, and the amendment passed.

The final motion was made by Ethel Holladay and seconded by Maurice Henderson—

“NCBEA shall award a \$200 stipend to a professional or student NBEA member from each NCBEA state who is a first-time NBEA convention attendee at the spring, 2004, Chicago NBEA convention.”

The motion passed; Maurice and Ethel will handle the forms and award the stipends.

Webmaster for NCBEA—Matthew Hankins

Bill Murphy is considering taking on the responsibility of web master.

ByLaws Recommendations—Sharon Fisher Larson

Ethel distributed a Proposal for bylaws Change:

Current—Article VI, Section 4: The representative selected by each state association shall serve a two-year term.

Proposed—Article VI, Section 4: The representative selected by each state association shall serve a three-year term.

This procedure will apply only to new representatives. Discussion ensued. A second motion was not required since this is a committee motion. The motion passed.

John Lightle NBEA President’s Reception—Matthew Hankins

Because John is from the NCBEA region, we are the hosts for the Thursday evening reception from 6:30 to 7:30. A

chairperson for the reception is needed. We are anticipating that John will receive funds from publishers so that we don’t expend more than the \$1,500 budgeted. The following points were reviewed:

- Entertainment may be provided by friends of Johns, even though a formal announcement is not made.
- Concern was discussed over hotel policy about bringing in food and beverages not prepared by the hotel staff.
- Kimberly, Matt, and Sharon will act as liaisons with the hotel and will call other Board members with specific requests.
- Sharon will prepare 500 invitations and all will be mailed except the 50 that John will use for his personal invitees.
- Sharon said that we should expect 200 to attend.
- Ethel will plan for gifts and decorations.
- Matt will talk to Barbara Beadle about what John’s home state of Indiana will do for the reception.

Announcements

Julia McCraw needs someone to present at NBEA on the topic “management styles.” She can be reached at Spartansburg High School; her email is julia259@Charter.net or jmccraw@spart7.k12.sc.us.

Kimberly Schultz announced that NCBEA has taken positive steps in mandating the responsibilities of the NBEA representatives and eliminating the titles “junior” and “senior,” but lamented that NBEA still calls the representatives “junior” and “senior.” She reminded everyone that the specified duties are for one year only and this year will be a trial of the success/failure of the action.

The next NCBEA convention will be in Iowa; this Board will not do an auction as a fund raiser there because Iowa does an auction. Perhaps we will do a raffle instead. Sharon will donate a bear from all types of fur coats for the raffle. No fund raising will take place at the Chicago NBEA convention; we can sell the CDs.

The meeting was adjourned at 11:50 am on Monday, August 11, 2003.

Respectfully submitted,
Glenda Kunar, Secretary

