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Skye McNiel | Executive Director

OKLAHOMA ASSOCIATION OF CAREER AND TECHNOLOGY EDUCATION

Dear Retiree,

On behalf of the Oklahoma Association of Career and Technology Education, I would like to congratulate you on your retirement from the Oklahoma CareerTech system. You have been a valuable member of our association for a long period of time. You have been dedicated to your work and accomplished many things that helped our system and association. We are thankful for your service.

Departing is a sad affair, and we surely don't like to lose an asset like you. Yet, we are hopeful that you are going to have a relaxed and enjoyable retirement. Your absence will be felt here in OkACTE, you are an inspiration to many. I am sure many they have learned a great deal from your work methods, which will help them build their career too.

I am taking the liberty to say it on behalf of all our members, thank you for being a vital part of OkACTE and the best CareerTech system in the nation. We wish you all the best for spending your retirement time happily with lots of joyful moments.

Please feel free to contact us at any time during your retirement. You are always welcome here.

Sincerely,

A handwritten signature in blue ink that reads "Skye McNiel". The signature is written in a cursive, flowing style.

Skye McNiel
OkACTE Executive Director



OkACTE Retirement Checklist

We are so excited to learn of your retirement! Before you go, we want to be sure that we have you squared away for continued protection with OkACTE.

GET THE MOST OUT OF YOUR RETIREMENT WITH OKACTE

- ☐ **Update your OkACTE account**
If you wish to continue to receive notices regarding retirement activities, such as the Annual Loyalty event every August, we need to be sure your personal email address has been updated to your account.

- ☐ **Are you a member of MBP?**
If you're an MBP member, you must be sure to stay current with your OkACTE membership dues, \$46 annually. Also, be sure to review your MBP account and update any beneficiary information as needed.

- ☐ **Complete the Retiree ACH Form**
If you're planning to remain an OkACTE member through the Loyalty Division for retirees, we encourage you to complete and submit the ACH Form, included in this packet.

- ☐ **Attend A Retirement Workshop**
Ensuring your account is current also ensures you'll continue to receive notices from OKACTE. This includes information for our regular retirement workshops provided to our membership.

Questions?

Contact the OkACTE office anytime, 405-525-8906! We're happy to assist!



Membership in OkACTE/ACTE is individual, non-transferable, non-refundable and for the year beginning July 1 and ending June 30.

Information requested about social security number, gender, birth date and race/ethnicity is collected for demographic purposes, so the OkACTE/ACTE can better serve its members. OkACTE/ACTE pledges to protect the confidentiality of this information.

MEMBER TYPES

Several types of OkACTE/ACTE membership are available, based on the following eligibility requirements:

Affiliate	\$80 ACTE \$60 OkACTE	Individuals with career & technology education who are from states with unified state associations. Oklahoma is a unified state and all members other than Support Staff must join both.
Loyalty	\$46 (Retiree)	Individuals concerned with career & technology education who are retired. Individuals who are enrolled as full-time students preparing to become career & technology educators and who are not employed full-time in the education system as a teacher, counselor or administrator.
Student	\$10	

MEMBERSHIP BENEFITS

The Oklahoma Association of Career and Technology Education and the Association for Career & Technical Education are the essential links in keeping career & technology education professionals connected to the needs of a changing society and economy. As the primary association for career technical education, OkACTE/ACTE serves the needs of the education professional in ways no other organization can match. Here are just a few of the many OkACTE/ACTE benefits:

- **OkACTE/ACTE - Legislative representation** in the White House...on Capitol Hill...and in the Department of Education to ensure federal support for education. OkACTE represents you in the Oklahoma State Capitol to ensure that career & technology education interests are served and funded.
- **OkACTE/ACTE Communications** - *Member only email blasts* provides information to OkACTE/ACTE members regarding issues and developments impacting the field of career & technology education. *Legislative Updates* during legislative session and more.
- **OkACTE/ACTE - Networking and Professional Development Opportunities**
- **Annual Oklahoma Summit Conference, ACTE Convention, National Policy Seminar, Regional Conferences and Workshops.**
- **Professional Liability Insurance** - OkACTE offers Educators Professional Liability Insurance. For just \$40 per year PLI covers up to \$1,000,000 per insured per occurrence plus the cost of defense, investigation, and legal fees. It also covers up to \$10,000 per member per claim for attorney fees and up to \$1,000 premium on bail bonds. **This brief description of the policy is to provide information only to members and in no way alters or modifies the policy on file with the Association. If you would like to receive a copy of the policy or have questions, please call Carmen Jones at (405)525-8906.**

*** Cost of Professional Liability Insurance**

Insurance premium per member	<u>\$28.00</u>
Insurance Tax and Fees (6%)	<u>\$1.56</u>
OkACTE Association Service Fee	<u>\$10.44</u>
TOTAL	\$40.00

- **OkACTE/CCOSA Mutual Benevolence Plan** - OkACTE has partnered with CCOSA to offer a death plan for members and spouses. In the event of the death of a member or spouse the beneficiary will receive a check from OkACTE to help defray the costs incurred. See bylaws on MBP enrollment form.
Enrollment available ONLY during the first three years of employment.
- **ACTE (Nat'l) - \$25,000 Common Carrier Accidental Death Policy.** With continuous membership, this policy will increase by \$5,000 annually up to a \$50,000 value.

Date _____ ☐ Check if Address has changed

Last 4 of Social Security # (Required) _____

Name _____

Home Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Home E-mail _____

☐ New Member ☐ Renewal ☐ Life Member ☐ Retiree

Membership Dues

OkACTE MEMBERSHIP

Loyalty (Retiree) \$15.00

ACTE MEMBERSHIP

Loyalty (Retiree) \$31.00

***Division Dues are optional for Retirees**

Division	State	Nat'l	
<input type="checkbox"/> Administration	—	—	
<input type="checkbox"/> (ADM)	20.00	40.00	
<input type="checkbox"/> (OKCTEEC)	20.00	20.00	
<input type="checkbox"/> Agricultural Education	130.00	65.00	
<input type="checkbox"/> BMITE Business & IT Education & Marketing Education	25.00	—	
<input type="checkbox"/> Counseling & Career Development	20.00		
<input type="checkbox"/> ESSP Educational Services-Special Populations	20.00		
<input type="checkbox"/> Family & Consumer Sciences	15.00	20.00	
<input type="checkbox"/> Health Careers Education	20.00	—	
<input type="checkbox"/> Loyalty (Retiree)	—	—	
<input type="checkbox"/> PACE Postsecondary Adult Career Education	20.00	—	
<input type="checkbox"/> STEM Science, Technology, Engineering, Math	25.00		
<input type="checkbox"/> SUPPORT STAFF	10.00		
<input type="checkbox"/> Trade & Industrial Education	12.00	—	
(NRS) New & Related Services	10.00	—	
<input type="checkbox"/> CIA Curriculum Instruction and Assessment	10.00	—	
<input type="checkbox"/> Makers of Policy	—	—	
<input type="checkbox"/> Personnel Development	—	—	
<input type="checkbox"/> Communication & Marketing Council	—	—	
<input type="checkbox"/> General & Related Subjects	—	—	
<input type="checkbox"/> Support Staff	10.00	—	
<input type="checkbox"/> Information Technology	10.00	—	

Must be a member of NRS

Total Dues & Fees

OkACTE Dues **\$15.00**

ACTE Dues **\$31.00**

Primary Division Dues are not required for retirees
- State
- National

Secondary OkACTE Division Dues _____

Section Dues (NRS Division Only)

OkACTE PAC Min \$20.00

National Technical Honor Society Min \$10.00

BPA Scholarship - Any Amount
Fran Tuttle CT Student Scholarship Min \$10
Casy Cundiff Scholarship Fund Min \$10

OAMCTE - OAMCTE Professional Membership - \$40
OAMCTE Support Staff & Retiree - \$25
OAMCTE Professional- Common Ed - \$25
OAMCTE Institutional Membership - \$200
OAMCTE Student Membership- \$10

Administration Annual Mtg. \$40.00

Business Manager Meeting Reg. \$30.00

Instructional Leader Reg. \$35.00

Tech Center Superintendents' Meeting Reg \$50.00

Make Check Payable To: OkACTE

TOTAL DUE



Return To: Oklahoma ACTE

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Oklahoma City, OK 73105
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Contribution Statement: Dues, contributions or gifts to the Oklahoma Association of Career and Technology Education are not tax deductible as charitable contributions for income tax purposes. However, they may be tax deductible as ordinary and necessary business expenses subject to restrictions imposed as a result of association lobbying activities. The OkACTE estimates that the nondeductible portion of your dues allocable to lobbying is 20%.



Retiree Dues

Automatic Checking/Savings Withdrawal Authorization Form for OkACTE/ACTE Dues and MBP Member Deaths

I (_____) hereby authorize OkACTE/CCOSA to initiate electronic debit entries to my:
Please Print

Last 4 of SS (_____)

Direct Payment Withdrawal (ACH) ☐ checking account ☐ savings account

Please set up an ACH (Direct Payment Withdrawal) for: ☐ OkACTE/ACTE dues ☐ MBP Member Program

- Membership in the MBP program is contingent upon OkACTE membership.

**The dues withdrawal will occur in September each year. The MBP withdrawals will occur upon each death.
There will be a .50 fee per transaction.**

Any payments declined will incur an additional \$25.00 fee.

Financial Institution Name (PLEASE PRINT) _____

FINANCIAL INSTITUTION CITY AND STATE _____

FINANCIAL INSTITUTION ROUTING NUMBER (ABA) _____

ACCOUNT NUMBER AT FINANCIAL INSTITUTION _____

SIGNATURE (Required) _____ DATE _____

Direct Payment Authorization Form (ACH)

We are pleased to offer you this service (Direct Payment Plan). You can have your dues payment deducted automatically from your checking or savings account and you won't have to change your present banking relationship to take advantage of this service.

The Direct Payment Plan will help you in several ways:

- It saves time - fewer checks to write and mail
- It's easy to sign up for, easy to cancel.

Here's how the Direct Payment Plan works: You authorize dues to be paid yearly from your checking or savings account. Your payments will be made automatically on the specified day. And proof of payment will appear on your statement.

The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization. The Direct Payment Plan is secure, convenient and easy. To take advantage of this service, complete this authorization form and return it to us.

All you need to do is:

- 1) Mark the box before type of account to indicate whether your payment will be deducted from your checking or savings account.
- 2) Fill in your name, last 4 of your Social Security Number, financial institution name and location, and date.
- 3) Attach a voided check or deposit slip for verification of all financial institution information. If you are unable to attach the voided check or deposit slip, please fill in your account number and routing number.
- 4) **NOTE: Be sure to sign the form! Please complete the information above, attach your check or deposit slip and mail to:**

OkACTE, 2801 N Lincoln Blvd, Suite 130, Oklahoma City, OK 73105

☐ Please update my information with OkACTE!

See back of this form for updates.

**OkACTE, 2801 N Lincoln Blvd, Suite 130, Oklahoma City, OK 73105
Phone 405-525-8906 Fax 405-525-8973**



Personal File Update

Name: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Email: _____

Phone: _____

Beneficiary: _____

Relationship: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone: _____

Email: _____