



MASA is excited to offer MASA membership for *executive assistants*

MASA recognizes that the support superintendents receive from their executive and administrative assistants is essential to the success of a school district. That is why MASA offers a membership especially tailored for the administrative professionals who work hard in support of public schools and their superintendents.

With this membership, you receive:

- Access to professional development conferences offered by MASA and tailored to the unique needs of an executive assistant.
- Access to training webinars and drive-in conferences focusing on topics that will help executive assistants excel in their jobs.
- A subscription to the MASA Morning News, a daily roundup of education-related news articles from across the state.
- A subscription to eLeader, MASA's digital newsletter that features all the latest news and important upcoming events.
- A discounted registration fee for MASA's Nov. 7 conference for executive and administrative assistants – Elevate.



*Become
a member
today!*

MASA has a long legacy of supporting superintendents and central office administrators because we believe strong leadership is essential to a highly functioning and successful public school district, and now we want to extend our support network. Our goal with this membership category is to provide professional development programs for administrative professionals, as well as opportunities to network and learn from your colleagues at conferences and workshops.

Cost

An MASA executive assistant membership is \$100, running through June 30, 2020.

Questions?

If you have any questions, please contact the MASA office at (517) 327-5910.

Fill out the form on the back to become a member today!



Executive Assistant Membership Form

Please provide the information requested below and mail or fax your payment to the MASA office.

Name _____ District _____

Title _____ Phone _____

Supervisor's Name _____ E-Mail _____

Membership Fee: \$100

Please choose your payment type:

Check Credit Card

Name on card _____

Card# _____

Expiration date _____ CW _____

Signature _____

Make check payable to MASA and mail payment:

**Michigan Association of
Superintendents & Administrators**

1001 Centennial Way, Suite 300
Lansing, MI 48917-9279

Phone: (517) 327-5910
Fax: (517) 327-0779
E-mail: gomasa@gomasa.org

Questions? Contact MASA Registrar Danielle Bach at danielle@gomasa.org or call the MASA office at (517) 327-5910.

Register today!

ELEVATE

a conference designed for

EXECUTIVE & ADMINISTRATIVE ASSISTANTS

BUILDING. DISTRICT. ISD.

Excel on the job!

Learning sessions:

"Managing the Schedule of a Busy Person"

"Creating a Cohesive Central Office"

*Also featuring sessions on crisis communications and
working with your legislator*

Nov. 7, 2019

Kellogg Hotel and

Conference Center

\$250 Conference

**For more information and to register,
go to gomasa.org/events/Elevate2019**