

Classified

FEBRUARY 2007

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NUMBER 3

MINNESOTA SCHOOL EMPLOYEES ASSOCIATION

regionals SPRING 2007

Although some of the Spring Regional meetings have already been held, others are coming up soon! All full members are welcome to attend the meetings, however Delegates, Alternates and unit leaders should make a special point to attend their regional to help prepare them for the Delegate Assembly on April 20-21. Mark your calendars!

Topics for discussion include:

- *resolutions currently submitted
- *new issues/resolutions from members
- *MSEA Director positions up for election
- *unit awards and member recognition

Chief Stewards: Please contact Melissa ASAP at the MSEA office with a headcount attending from your unit. This is a great opportunity to network with other members within your region, plus MSEA will pick up the cost of the meal and reimburse mileage!

melissa@msea-mn.com 800.622.0289 651.227.3623

april conference DELEGATE ASSEMBLY

It's time once again to start thinking about the Delegate Assembly that will be held on **April 20 & 21** at the Best Western/Bigwood Event Center in Fergus Falls!

The Delegate Assembly is the governing body of MSEA; it is the mechanism for members' voices to be heard through a democratic process. The Delegate Assembly is responsible for all policies governing MSEA including the budget and dues schedule. Delegates also elect MSEA's Board of Directors who meet monthly to carry out the policies of the Delegate Assembly. The Assembly is a great opportunity for MSEA members to socialize and network with other school workers around the state and help define MSEA's mission for the upcoming fiscal year.



NEW LOCATION: We are moving the 2007 Delegate Assembly to the Best Western - Bigwood Event Center in Fergus Falls this year. We're excited to hold our conference in a new venue, one that is larger and can hopefully accommodate our needs better! Delegates must call the hotel at 800.293.2216 to reserve a room for April 20, 2007 under the MSEA block of reservations.

Refer to page 3 for details regarding registration, deadlines, delegate selection, reimbursement and hotel information.

2007 Spring Regional Meetings

REG	DATE	SPRING REGIONAL	TIME
1-2	2/17	East Grand Forks - Eagles Club 227 10th St NW, 56721	10:00 AM
3	2/20	Detroit Lakes - Country Kitchen Hwy 10, East of Detroit Lakes	5:30 PM
4	2/22	St. Cloud - O'Hara Bros Restaurant 3308 3rd St N, 56301	6:30 PM
5	3/3	Hopkins Perkins Restaurant 11300 Hwy 7, Minnetonka 55305	10:00 AM
6	3/1	Windom Godfather's Pizza Hwy 60 & 71 S, 56101	5:30 PM
7	3/13	Rochester Mayo High School Library 1420 11th Av SE, 55904	6:00 PM

I am MSEA



Betty Smith, a Special Education Secretary in the Windom Area Schools began working as the Community Ed. Secretary and ECFE Secretary in the fall of 1991. After working in this position for 11 years, a new opportunity became available in the district as Special Education Secretary which is now the position she holds. Along with the duties of preparing paperwork and assisting special education teachers, she also tracks all the special education students for the MARSS reporting coordinators.

Her other responsibilities include: Third Party Billing Coordinator, prepares the District Newsletter/Community Ed. catalog for publication and updates the District Policy Manual.

Betty enjoys her work as she is able to work with so many people that are committed to helping students and their families.

SPECIAL EDUCATION SECRETARY

"The Minnesota School Employees Association (MSEA), is a growing union which recognizes the dignity of the individual worker and the power of the organized body. It is a democratic union directed by its membership, and fiscally responsible to that membership. Through an empowered membership and a professional staff, MSEA provides the highest level of representation and service in the State of Minnesota."

MSEA

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FOR CONSIDERATION

CSEA Request

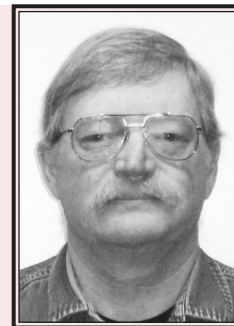
In December Mary Kearney, Executive Director represented MSEA at a series of meetings hosted by the California School Employees Association (CSEA) and attended by other school employee unions from Ohio, Washington and Utah. The purpose was to allow representatives from these organizations to share information about the work of their respective associations, to identify current issues that each organization views as important, to discuss the political landscape as it affects classified school employees and finally to float the possibility that these organizations join in a coalition, possibly also including similar associations from Arizona and Oregon, for the purpose of providing a collective voice on issues that affect classified school employees nationwide.

Accordingly, CSEA is requesting that the MSEA and the other unions consider uniting in a coalition that would be less formal and less expensive than the former NASCE. The proposed structure is patterned after one that exists with unions that serve the transportation industry. Decisions would be made by consensus. The larger unions would pay \$1000 a year to participate and the smaller unions, such as MSEA, would pay \$300 per year. Additional expenses, including travel, would be the responsibility of each group. Within the coalition there is room for organizations that are affiliated or independent. Several of the other unions are affiliated and resources they now have would be available, to a limited extent, to all members. It is anticipated that the group would first meet in D.C. and lobby together on issues that affect members this May, and continuing each May thereafter. Any plans to meet once more per year are to be decided once the coalition is formed.

CSEA offered reasons underlying its request. First, the voice of classified school employees is scattered at a national level and therefore, policy makers do not give the weight to this voice that is needed or deserved. Secondly, vital political issues exist on the federal level that affect all classified school workers, such as education funding (NCLB) and health care coverage and affordability. Third, coalitions present a stronger front and representatives from several states have a wider impact on legislators and legislative committees. Lastly, major groups in organized labor, the SEIU and its allies and now even the AFL-CIO, are discussing moving toward organizing on an industry-wide basis and it is believed that such a coalition would be well-positioned to successfully assert that classified school employees should be defined as an industry.

The Board at its meeting in January concluded that this request needs to be distributed to the membership as much as possible so that a good decision can be made.

FROM THE PRESIDENT



EVAN MAPES

I hope every-one had a wonderful holiday season!

January was a busy month for MSEA. We had a very successful Steward Training, and I would like to thank our MSEA staff for a job well done. The members I talked with were all quite pleased with the topics and presentation. Whether members were new to leadership or had been doing it for a long time we all learned a lot. I hope to see more of you at the next Steward Training.

MSEA also ran a major campaign to put school employees like us on the PERA board. It was my first time doing phone bank calling, and I would like to thank all the members I talked to for making it an enjoyable experience. At this time, we don't know if we succeeded in getting any school employees elected to the board, but I think it was a very informative and successful campaign for MSEA.

The Spring Regionals are right around the corner. I hope all the units have had time to elect their delegates to the DA so they can attend these meetings. Spring Regionals are an important first step for members attending the Delegate Assembly.

In Unity,
Evan Mapes, President

Reimbursement Policy

The MSEA has developed a new procedure regarding reimbursement practices. The current policy states: "MSEA is accountable to the membership for the prudent stewardship of the organization's funds and must maintain control over how funds are spent. It is the joint responsibility of the Board and MSEA Executive Director to ensure that all expenditures benefit the organization as a whole. To fulfill this responsibility, MSEA reserves the right to request additional documentation where necessary to substantiate expenses, or to deny reimbursement for expenses that are outside this policy."

The Board has added this procedure: **"All event sessions will be attended or reimbursement may be denied due to excessive absence. If reimbursement is denied the MSEA Treasurer, or a designee, will write a letter stating the basis for the denial and advising the person(s) that he or she may submit, in writing, reasons why the reimbursement should be allowed. This letter must be sent 45 days after the receipt of the denial letter from MSEA. The MSEA Executive Director and Board will then reconsider the denial at the next scheduled Board meeting."**

This procedure is now in effect. It is anticipated that denial of reimbursement would occur rarely if at all, but if it does occur this procedure gives members the opportunity to have that decision reversed whenever it is warranted.

Field Rep Replacement

The MSEA Executive Director now maintains written procedures for (1) replacing a field rep when an emergency occurs and (2) for filling a temporary vacancy for a field rep when it is known that a rep will be absent more than four weeks. Having procedures written and in place will help MSEA respond more quickly and effectively to an unexpected crisis that requires the absence of a field representative. This policy is designed to cover only true emergency situations and will be needed only in extraordinary circumstances.

For longer-term field staff vacancies that are temporary and known in advance the Executive Director has procedures and a process ready that will be implemented when it is necessary to assign other field reps to cover the absent rep's units.

IRS REQUIRED NOTICE

union dues
NOT TAX DEDUCTIBLE

FYI: Union dues paid to MSEA are NOT tax deductible as charitable contributions for federal income tax purposes. However, they may be deductible under other provisions of the Internal Revenue Code. Any questions? Talk with your tax preparer.

REGISTRATION. Units need to select their Delegates and Alternates and begin crafting resolutions for consideration. Registration forms (due March 1st) are available from the MSEA office or you can register online at www.msea-mn.com.

New this year: Delegates and Alternates attending the Assembly will receive a black MSEA embroidered windshirt compliments of MSEA. The DA registration form will have a section for members to indicate their jacket size. (Photos are available on the MSEA website.)

DELEGATE SELECTION. Each school district is allowed at least two delegates to attend the Delegate Assembly. Contact MSEA for the current number of full members in your entire school district. Units may send as many Alternates as they wish, however all Alternate expenses are the responsibility of the unit and/or Alternate.

MEMBERS	DELEGATES
up to 150	2
150	3
225	4
300	5
375	6

THEME. There will be a western theme for the Friday evening banquet called **"MSEA Round-Up"**. Door prizes will be given to members and units with the best/most creative outfits, so please feel free to wear your favorite western clothing and accessories.

EXPENSES. MSEA will pay for the following for all Delegates: Meals - Friday banquet, Saturday breakfast, Saturday Lunch. Hotel room - Delegates must call the hotel to reserve a room for April 20th. One room per two (same sex) delegates. Fergus Falls Best Western/Bigwood Event Center: 800.293.2216.

REIMBURSEMENT. Attendance is required in order to receive reimbursement for roundtrip mileage (carpooling is encouraged) and lost wages for MSEA-related work. (see article on left)

DEADLINES. Additional information and forms are available at www.msea-mn.com or from the MSEA office.

March 1: MSEA Delegate/Alternate registration form
Nancy Crippen Educational Scholarship applications
Sue Ezell Leadership Award (SELA) nominations
100% full membership cutoff
Fair share conversions
Unit Newsletter of the Year submissions

March 6: Submission of all resolutions affecting the MSEA Bylaws, Articles of Incorporation and dues schedule to the MSEA Executive Director.

March 20: Hotel reservations for April 20th are due at the Fergus Falls Bigwood Event Center. (800.293.2216) One room per two (same sex) delegates. Be sure to mention you are with the MSEA reservation block.

CANCELLATIONS. Please be respectful and notify MSEA immediately of a cancellation or a change in Delegates or Alternates. Maintaining an accurate count of attendees helps us to properly prepare for the conference. Also, MSEA is charged for meals and room reservations for "no shows".

MSEA
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chief steward training

WEEKEND WORKSHOP

Twenty-six members from 15 units attended the MSEA Chief Steward Training in Brainerd on January 12th & 13th. This back-to-basics workshop was designed to provide Chief Stewards and future unit leaders with the tools necessary to become more informed, effective and engaged.

The MSEA staff used written materials, lecture, powerpoint presentations, Question & Answer sessions, role plays and break-out groups to share information on the following topics: Legal Rights & Confidentiality, Roles & Responsibilities, Communications, Internal Organizing, How to Run an Effective Meeting, Identifying Grievances, Representation & Discipline, When Can I Say No? and Best Practices.

Our main goal was for each member to leave the training feeling better equipped to deal with the many challenges of unit leadership now and in the future. Congratulations to Austin Para Curtis Boyer who was the lucky doorprize winner receiving a portable DVD player with carrying case! Feedback from those in attendance was overwhelmingly positive and many members suggested MSEA offer this particular training on a yearly basis. Thanks to all who participated!

