



MEAA Leadership Election in April

Fourteen educational assistant leadership positions will be open for election this April.

Four Officers

The four MEAA Officer positions of President, Vice-President, Secretary, and Treasurer will be open for election to two-year terms.

Ten Representatives

Ten representative positions on the MEAA Executive Council will be elected.

Seven positions are **four-year** terms: one elementary seat; two at-large positions; and one position for each of the following: school safety, bilingual, middle school, and senior high.

Three positions are open to election for **two-year** terms: two elementary seats and one at-large position.

Who Is Eligible

All EA members, regardless of their position or school level, may run for the MEAA Officer and the at-large positions.

For the other positions, you must currently work within the category you wish to represent. For example, to represent school safety assistants, you must be one yourself.

Getting Involved as an MEAA Leader

What's the best way for our union to meet the needs of members like you? Through the active participation of members, **like you**, in key decisions. Whether it's contract talks, professional development, or determining the future of the EA unit, we need informed and involved members to lead our union.

If you would like to get involved in working to improve conditions for educational assistants, you should consider serving as an MEAA Officer or Executive Council member. You can play an important leadership role within our union because of your unique background, experience working in MPS, and **your** views.

Brief Description of MEAA Leadership Duties

MEAA Officers and Executive Council members have policy-setting responsibilities within our union.

If elected, your primary duty will be to participate in monthly meetings of the 18-member Executive Council and the MEAA Chairpersons. You will discuss and make decisions on negotiations, professional development, and other issues and concerns that directly affect assistants throughout MPS. Your duties will also include voting on all appointments to MEAA union positions and serving on one of our union's committees.

Declare Your Candidacy by January 22

If you would like to become a candidate, you need to submit the form below to the Nominating Committee by **Friday, January 22**. Your form should be mailed to: MEAA Nominating Committee; 5130 West Vliet Street; Milwaukee, WI 53208. You will automatically become a candidate when your statement is received.

MEAA Leadership - Candidate Declaration Form

Name _____ Phone _____

Home Address _____ *Milwaukee* Zip _____

Home E-Mail _____ Cell _____

School _____ Phone _____

I would like declare myself a candidate for the following MEAA Officer or Executive Council position (see box to the left):

This form must be received at the MTEA Building by **5:30 p.m. on Friday, January 22, 2010**.



Retirement Planning Workshop for EAs

If you are considering retirement, you should attend the MTEA's retirement planning workshop after school on **Tuesday, January 19**. The workshop will be held at the MTEA Building, 5130 W.Vliet St.

Registration starts at 4:00 p.m. and light refreshments will be served. The presentation starts at 4:30 p.m., followed by a question/answer segment. The workshop will end no later than 6:30 p.m.

We encourage you to bring your spouse.

Details and Advice

The workshop will offer general information on how and when to retire from MPS. Mary Jane Stoeffel from the Milwaukee Employees' Retirement System will explain your city pension benefits.

Cheryl Barczak (retired herself) will review the contractual retirement benefits - health insurance, life insurance, and severance pay.

If you plan to retire at the end of this school year, you should submit your formal notice to MPS **prior to April 1**. This planning session will explain why.

Pre-Registration

If you plan to attend, please pre-register at mtea.org (Events) or call us at 259-1990.

Save Your MPS Paycheck Statements

We recommend that you retain your biweekly MPS paycheck statements. Your records may be needed to correct an error in pay, sick leave accumulation, etc.

Reminder on January Paychecks

If you are **not** on a 9-day pay schedule, your January paychecks will be smaller due to the days off for the winter recess. You will receive a **7-day** paycheck on **January 8** and a **5-day** check on **January 22**.

- ◆ EAs on a 9-day pay schedule will receive 9-day checks as usual.
 - ◆ EAs at year-round schools will receive their usual 7-day paychecks.
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If Your School Voted for Interviews

EAs at 134 MPS schools have voted to use the contractual interview process to fill vacancies at their school. We sent a list of 2009-10 interview schools to your EA Chairperson with this [Team-Mate](#).

If your school is on the list, interviews will be used to fill EA vacancies. **No vote, no action is required!** The contract (p.19) states: "The vote to fill vacancies by interview shall remain in force and effect from school year to school year unless reversed by way of a subsequent contrary vote of the educational assistant staff at the school."

However, interviews will not be used if the majority of EAs at your school vote to discontinue them. The contract states: "Whenever a subsequent vote is to be taken at an interviewing school, the educational assistant chairperson shall notify the principal of both the date for the vote and the vote result."

If Your School Did Not Vote for EA Interviews

If EAs at your school have not voted to use the contractual interview procedure, your school is **not** on the interview school list. To become an interview school, the contract requires the steps below.

School Steps to Establish Interviews

1. **By February 1, if** the principal/administrator **at a non-interview school** is interested in filling educational assistant vacancies through interviews, he/she must meet with the assistants at the school to inform them of this interest.
2. The MEAA Educational Assistant Chairperson must then conduct a discussion with all of the assistants and conduct a vote - in a separate meeting, **without the principal present**.
3. If 67% or more of the assistants assigned to the school vote for interviews, vacancies will be filled through interviews. If less than 67% of the assistants at the school vote for interviews, vacancies will continue to be filled by seniority transfers.
4. If the assistants vote for interviews, the principal must send a written request to do interviews to the MPS Department of Human Resources with a copy to the MTEA, no later than **March 1**.

EA Interviews - Not the Same as Teachers

In the past, some schools confused the teacher vacancy interview process with the educational assistant interview process. The procedures are different and completely separate, under two different contracts.

For questions on interviews, your school's EA Chairperson should contact Acquintis Chesir of the MTEA staff at 259-1990 or acquintischesir@mtea.weac.org.
