

# LearnUpon Professional Development for Educators

*Revised 9/3/20*

*These trainings are available to  
Education Minnesota members only.*



**THE VOICE FOR PROFESSIONAL  
EDUCATORS AND STUDENTS**



# Table of contents

Online asynchronous classes.....	1
<i>Certified Negotiator Program for Education Support Professionals Part 1 – PELRA and Bargaining Team Dynamics</i> .....	1
<i>Certified Negotiator Program for Education Support Professionals Part 2 – Member Engagement</i> .....	1
<i>Certified Negotiator Program for Education Support Professionals Part 3 – Research and Costing</i> .....	1
<i>Certified Negotiator Program for Education Support Professionals Part 4 – Preparing a Proposal and Communications</i> .....	1
<i>Certified Negotiator Program for Teachers</i> .....	1
<i>Cultural Competency Training Part 1 – Relicensure</i> .....	2
<i>Cultural Competency Training Part 2 – Relicensure</i> .....	2
<i>Cultural Competency Training Part 3 – Relicensure</i> .....	3
<i>Cultural Competency Training Part 4 – Relicensure</i> .....	3
<i>Culturally Responsive Teaching Through a Racial Justice Lens</i> .....	4
<i>Degrees, Not Debt</i> .....	4
<i>English Learners – Relicensure</i> .....	4
<i>MRA I: Member Rights Advocacy</i> .....	4
<i>Reading – Relicensure</i> .....	4
<i>Social Media, Legal Issues for Educators</i> .....	4
<i>Student Mental Health – Relicensure</i> .....	5
<i>Worksite Unity Leader Training Part 1</i> .....	5
Online synchronous trainings for groups/Instructor Led Trainings (ILTs).....	5
<i>Certified Negotiator Program for Education Support Professionals Part 1 – PELRA and Bargaining Team Dynamics</i> .....	5
<i>Certified Negotiator Program for Education Support Professionals Part 2 – Member Engagement</i> .....	5
<i>Certified Negotiator Program for Education Support Professionals Part 3 – Research and Costing</i> .....	5

<i>Certified Negotiator Program for Education Support Professionals Part 4 – Preparing a Proposal and Communications</i> .....	6
<i>Conversational School Finance</i> .....	6
<i>Degrees, Not Debt</i> .....	6
<i>Digital Organizing 101</i> .....	6
<i>Internal Audit Committee Training</i> .....	6
<i>MRA I: Member Rights Advocacy</i> .....	7
<i>MRA II: Member Rights Advocacy</i> .....	7
<i>MRA III: Member Rights Advocacy</i> .....	7
<i>Negotiations Research: Online Data &amp; Information to Support Bargaining</i> .....	7
<i>Worksite Unity Leader Training Part 1</i> .....	7

## Asynchronous – Self-guided

Available on LearnUpon at all times for members to complete on their own and at their own pace.

## Synchronous – Instructor Led Training (ILT) for groups

Individuals can enroll in a live course at a specific date and time with a live instructor using Zoom via LearnUpon.

# Online asynchronous classes

### 1. Certified Negotiator Program for Education Support Professionals Part 1 – PELRA and Bargaining Team Dynamics

*Asynchronous*

*1 hour*

This course will address the legal basis for bargaining, how to create an effective and functioning bargaining team, and the external and internal norms of a successful team.

### 2. Certified Negotiator Program for Education Support Professionals Part 2 – Member Engagement

*Asynchronous*

*1 hour*

It's essential that we recognize the vital importance of the real, perceived and potential power of our union. Members = Muscle, when you build engagement your power grows!

### 3. Certified Negotiator Program for Education Support Professionals Part 3 – Research and Costing

*Asynchronous*

*1 hour*

In this section of ESP negotiation training, the participants will receive training on where resources are that will benefit your team during the negotiation process. These resources will include: language searches, settlement reports, cost comparison, and costing programs.

### 4. Certified Negotiator Program for Education Support Professionals Part 4 – Preparing a Proposal and Communications

*Asynchronous*

*1 hour*

During this part of the course, you will learn strategies for preparing a proposal, presenting a proposal and how to respond to the proposals from the board. We will talk about the different modes of communication you can use during bargaining and do some scenarios to determine which modes are more effective during certain situations.

### 5. Certified Negotiator Program for Teachers

*Asynchronous*

*4 hours*

In this course negotiators will acquire knowledge and skills to lead their locals to settlement. The following essential aspects of bargaining will be covered: foundational labor law, member engagement, negotiations research, costing overview, team dynamics, proposal creation and preparation for being "at the table".

## 6. Cultural Competency Training Part 1 – Relicensure

*Asynchronous*

*2 hours*

As of July 31, the entire four-part Cultural Competency sequence is now available as a learning path (located in the catalog and then click on learning paths towards the top). We highly encourage anyone starting this series to please enroll in the learning path instead of this course. These courses are available separately for members who started the series pre-COVID. Thank you for understanding.

This four-part series is designed to deepen educators' understanding of their own frames of reference, the potential bias in these frames, and their impact on expectations for and relationships with students, students' families, and the school communities. Participants will engage in self-reflection around the following topics: racial, cultural, and socioeconomic groups; American Indian and Alaskan native students; religion; systemic racism; gender identity, including transgender students; sexual orientation; language diversity; and individuals with disabilities and mental health concerns.

Participants will not receive relicensure credit for the Cultural Competency requirement until they have completed all four courses. This training is designed to meet the language and intent of the MN statutory requirement. It is the only MEA PD training that meets all the required content. Local continuing education committees have the authority to approve or deny submissions so please check with local leaders if you have questions.

Equity work is a journey and in Part 1 we will lay the foundation for centering equity work in your community. Participants will ground themselves with norms and vocabulary and develop an understanding of the importance of intercultural competency.

## 7. Cultural Competency Training Part 2 – Relicensure

*Asynchronous*

*2 hours*

This course is for members who have completed Cultural Competency Training: Part 1.

This four-part series is designed to deepen educators' understanding of their own frames of reference, the potential bias in these frames, and their impact on expectations for and relationships with students, students' families, and the school communities. Participants will engage in self-reflection around the following topics: racial, cultural, and socioeconomic groups; American Indian and Alaskan native students; religion; systemic racism; gender identity, including transgender students; sexual orientation; language diversity; and individuals with disabilities and mental health concerns.

Participants will not receive relicensure credit for the Cultural Competency requirement until they have completed all four courses. This training is designed to meet the language and intent of the MN statutory requirement. It is the only MEA PD training that meets all the required content. Local continuing education committees have the authority to approve or deny submissions so please check with local leaders if you have questions.

Equity begins with an exploration of self. Participants in Part 2 will begin to understand implicit bias and the construction of privilege. One of the goals of the session is to develop strategies to recognize and dismantle implicit bias in their lives. Learners will read articles, write in their work book, and watch TED Talks to deepen their knowledge and understanding.

## **8. Cultural Competency Training Part 3 – Relicensure**

*Asynchronous*

*2 hours*

This course is for members who have completed Cultural Competency Training: Parts 1 & 2.

This four-part series is designed to deepen educators' understanding of their own frames of reference, the potential bias in these frames, and their impact on expectations for and relationships with students, students' families, and the school communities. Participants will engage in self-reflection around the following topics: racial, cultural, and socioeconomic groups; American Indian and Alaskan native students; religion; systemic racism; gender identity, including transgender students; sexual orientation; language diversity; and individuals with disabilities and mental health concerns.

Participants will not receive relicensure credit for the Cultural Competency requirement until they have completed all four courses. This training is designed to meet the language and intent of the MN statutory requirement. It is the only MEA PD training that meets all the required content. Local continuing education committees have the authority to approve or deny submissions so please check with local leaders if you have questions.

Equity work must be done in relationship with others. Language is power, and identifying skills to speak up against prejudice, bias, and stereotypes takes practice. In Part 3, participants will be able to acknowledge and respond to microaggressions, understand intent versus impact, and how to restore relationships using inclusive and recovery language.

## **9. Cultural Competency Training Part 4 – Relicensure**

*Asynchronous*

*2 hours*

This course is for members who have completed Cultural Competency Training: Parts 1, 2, & 3.

This four-part series is designed to deepen educators' understanding of their own frames of reference, the potential bias in these frames, and their impact on expectations for and relationships with students, students' families, and the school communities. Participants will engage in self-reflection around the following topics: racial, cultural, and socioeconomic groups; American Indian and Alaskan native students; religion; systemic racism; gender identity, including transgender students; sexual orientation; language diversity; and individuals with disabilities and mental health concerns.

Participants will not receive relicensure credit for the Cultural Competency requirement until they have completed all four courses. This training is designed to meet the language and intent of the MN statutory requirement. It is the only MEA PD training that meets all the required content. Local continuing education committees have the authority to approve or deny submissions so please check with local leaders if you have questions.

Equity work is ongoing. Part 4 will highlight important strategies as you continue on your equity journey. We will go over definitions and characteristics of systems change, equity literacy, building your network, and provide tools for participants to develop an action plan to use in your learning community.

## 10. Culturally Responsive Teaching Through a Racial Justice Lens

*Asynchronous*

*1 hour*

This course will introduce strategies of culturally responsive teaching through a racial justice lens and how you can challenge and disrupt the systems, policies, and pedagogy that has perpetuated systemic racism. By completing this course, you will receive one hour of CEU credit. By definition of the state statute, **this CEU will not satisfy the relicensure requirement of cultural competency**; if you are interested in that CEU, please enroll in our four-part Cultural Competency learning path (go to the catalog and then select learning paths from the top menu).

## 11. Degrees, Not Debt

*Asynchronous and Synchronous for group*

*1 hour*

Education Minnesota's Degrees, Not Debt program is rallying public support to decrease the cost of college and make it easier and cheaper to pay student loan debt. We know that student loan debt makes life hard for many young educators, driving some away from teaching. Many see the cost of college as a barrier to getting into the profession in the first place. These challenges weaken the diversity and depth of our teaching corps. This course covers basic information about student loans and loan forgiveness programs and how to use them.

## 12. English Learners – Relicensure

*Asynchronous*

*1 hour*

Learn to tap into the strengths the English Learners bring to your class. Discover strategies for differentiation and scaffolding to support their work as they progress through stages of language acquisition. For ESPs, teachers, and early career educators.

## 13. MRA I: Member Rights Advocacy

*Asynchronous*

*3 hours*

This training will help you develop knowledge and skills to assist colleagues in resolving issues using a variety of options and strategies.

## 14. Reading – Relicensure

*Asynchronous*

*1 hour*

Participants will review the research and exemplary practices that help students acquire strong reading comprehension skills. For ESPs, teachers, and early career educators.

## 15. Social Media, Legal Issues for Educators

*Asynchronous*

*20 minutes*

In this course, the learner will consider the do's and don't's of using social media platforms both personally and professionally.



## 16. Student Mental Health – Relicensure

*Asynchronous*

*1 hour*

This session raises awareness of key warning signs for early onset mental illness in children and adolescents and includes strategies for addressing learning challenges faced by students with particular mental health challenges.

## 17. Worksite Unity Leader Training Part 1

*Asynchronous*

*90 minutes*

During this training, members will learn about power, the pathway to fully funding public schools in Minnesota and messaging about our campaign during COVID-19.

# Online synchronous trainings for groups/ Instructor Led Trainings (ILTs)

Members should contact their local president if they would like to request a group ILT.

### 1. Certified Negotiator Program for Education Support Professionals Part 1 – PELRA and Bargaining Team Dynamics

*Asynchronous and Synchronous for group (contact your local president)*

*1 hour*

This course will address the legal basis for bargaining, how to create an effective and functioning bargaining team, and the external and internal norms of a successful team.

### 2. Certified Negotiator Program for Education Support Professionals Part 2 – Member Engagement

*Asynchronous and Synchronous for group (contact your local president)*

*1 hour*

It's essential that we recognize the vital importance of the real, perceived and potential power of our union. Members = Muscle, when you build engagement your power grows!

### 3. Certified Negotiator Program for Education Support Professionals Part 3 – Research and Costing

*Asynchronous and Synchronous for group (contact your local president)*

*1 hour*

In this section of ESP negotiation training, the participants will receive training on where resources are that will benefit your team during the negotiation process. These resources will include: language searches, settlement reports, cost comparison, and costing programs.

#### **4. Certified Negotiator Program for Education Support Professionals Part 4 – Preparing a Proposal and Communications**

*Asynchronous and Synchronous for group (contact your local president)*

*1 hour*

During this part of the course, you will learn strategies for preparing a proposal, presenting a proposal and how to respond to the proposals from the board. We will talk about the different modes of communication you can use during bargaining and do some scenarios to determine which modes are more effective during certain situations.

#### **5. Conversational School Finance**

*Synchronous*

*75-90 minutes*

This session will present the basics of Minnesota's complicated school funding system, state trends and why we face massive shortfalls. You will build your vocabulary of terms and concepts of school district budgets. You also will learn how to use finance data to understand a district's financial position and how to advocate with members and others for adequate, equitable funding for public education.

#### **6. Degrees, Not Debt**

*Asynchronous and Synchronous for group (contact your local president)*

*1 hour*

Education Minnesota's Degrees, Not Debt program is rallying public support to decrease the cost of college and make it easier and cheaper to pay student loan debt. We know that student loan debt makes life hard for many young educators, driving some away from teaching. Many see the cost of college as a barrier to getting into the profession in the first place. These challenges weaken the diversity and depth of our teaching corps. This course covers basic information about student loans and loan forgiveness programs and how to use them.

#### **7. Digital Organizing 101**

*Synchronous for group (contact your local president)*

*1 hour*

A digital revolution is underway in our society, and members and locals are eager to harness the power of social media and digital organizing tools to increase member engagement and affect change in bargaining and local elections. This session provides an overview of the latest texting, social media and video tools and details how locals can use them.

#### **8. Internal Audit Committee Training**

*Synchronous for group (contact your local president)*

*1 hour*

Your local's internal audit committee plays a critical role in maintaining the integrity of the local's financial reporting. Having the right knowledge and tools will help your committee manage this important responsibility in the most efficient way possible. We'll take you step by step through the internal financial review process.

## **9. MRA I: Member Rights Advocacy**

*Asynchronous and Synchronous for group (contact your local president)*

*3 hours*

This training will help you develop knowledge and skills to assist colleagues in resolving issues using a variety of options and strategies.

## **10. MRA II: Member Rights Advocacy**

*Asynchronous and Synchronous for group (contact your local president)*

*3 hours*

To develop knowledge and skills to assist colleagues and resolve issues using a variety of options and strategies.

## **11. MRA III: Member Rights Advocacy**

*Asynchronous and Synchronous for group (contact your local president)*

*3 hours*

This course is a follow up to MRA I and MRA II. We will focus on the basics of organizing, representing a member at a meeting and processing a grievance.

## **12. Negotiations Research: Online Data & Information to Support Bargaining**

*Synchronous*

*75-90 minutes*

Are you new to your bargaining team, or new to doing research in support of bargaining? Familiarize yourself with the negotiations tools available on the websites of Education Minnesota, government education departments, the American Federation of Teachers and the National Education Association, and other resources around the web. You will learn to use resources that will assist your local do the research necessary for bargaining. Tools include a contract language search engine, data on demographics and funding, survey tools and economic data.

## **13. Worksite Unity Leader Training Part 1**

*Asynchronous and Synchronous for group (contact your local president)*

*90 minutes*

During this training, members will learn about power, the pathway to fully funding public schools in Minnesota and messaging about our campaign during COVID-19.



**THE VOICE FOR PROFESSIONAL  
EDUCATORS AND STUDENTS**

41 Sherburne Ave., St. Paul, MN 55103  
651-227-9541 800-652-9073 Fax 651-292-4802  
[www.educationminnesota.org](http://www.educationminnesota.org)

*Education Minnesota is an affiliate of the American Federation of Teachers,  
the National Education Association and AFL-CIO.*

9/2020

