

# MEA Online Request Form for Synchronous ILTs (Instructor Led Trainings) Revised 11/18/20

Please complete a separate form for each event/date and return to Shirley Roeber.

Local/IO: \_\_\_\_\_ Event date: \_\_\_\_\_

Estimated number of participants: \_\_\_\_\_

Education Minnesota staff contact: \_\_\_\_\_

Field office: \_\_\_\_\_

OPS is responsible for reserving the Zoom number.

*\*If an Officer is requested, please complete the Officer Request Form at We/Forms/Officer Request Form.*

## Professional Development

- Blurred Lines: Addressing Boundaries (60-90 min.)
- Cellphones, Social Media and Student Safety (60-90 min.)
- Considering Staff Safety: Individual Issues and Proactive Steps for a Local (60-90 min.)
- Continuing Contract Law: Know Your Rights (60 min.)
- Conversational School Finance (75-90 min.)
- Data Practices: Public, Private, Confidential, Nonpublic, Protected. What Does This All Mean? (60-90 min.)
- Degrees, Not Debt (1 hour)
- Digital Organizing 101 (1 hour)
- Education Minnesota Foundation – Get Grants to Improve and Grow Your Practice (1 hour)
- Financial and Fiduciary Responsibilities for Local Leaders (1 hour)
- Free Speech Rights of Educators (60-90 min.)
- Grievance Process and Practice (60-90 min.)
- Internal Audit Committee Training (1 hour)
- Invisible Illnesses (45-60 min.)
- Language Matters (60-90 min.)
- Legal Basics (60-90 min.)
- Legal Issues for ESPs (60-90 min.)
- Legal Issues in Bargaining (60-90 min.)
- Legal Issues for Members Facing Disability (60-90 min.)
- Maltreatment and Mandatory Reporting (60-90 min.)
- Mental Health Issues for Adults (60-90 min.)
- Negotiations Research: Online Data & Information to Support Bargaining (75-90 min.)
- Past Practice: How the Past Can Haunt (or Help) You! (60-90 min.)
- Preserving Statutory Protections (60-90 min.)
- Special Education Dilemmas (60-90 min.)
- Supporting Transgender Students and Staff: Legal Issues and Best Practices (60-90 min.)
- Take It or Leave It: What You Can and Cannot Do Based on Your Local Contract (60-90 min.)
- Teacher Code of Ethics (60-90 min.)
- Top 10 Reasons for Discipline (60-90 min.)
- Unfair Labor Practices (60-90 min.)
- Unrequested Leave of Absence Strategies (60-90 min.)
- Using Membership to the Max: Member Benefits (60 min.)
- What's New? Ask the Lawyer (60-90 min.)
- When can I Afford to Retire? (For Members with a PERA Pension) (90-120 min.)
- When can I Afford to Retire? (For Members with a TRA Pension) (90-120 min.)
- Worksite Unity Leader Training Part 1 (90 min.)

## Core

For Core classes, OPS is responsible for confirming a trainer.

MRA: All PS-Field hired before 2020 should be able to train on the MEA Online platform.

CNP for ESPs: Contact Emily Mateo for trainer.

Is trainer confirmed?  Yes (A trainer must be assigned before submitting this form.)

CNP for ESPs Part 1 (1 hour)

CNP for ESPs Part 2 (1 hour)

CNP for ESPs Part 3 (1 hour)

CNP for ESPs Part 4 (1 hour)

MRA I (3 hours)

MRA II (3 hours)

MRA III (3 hours)

**Staff: The MEA Online Book can be found at How/Field Resources/Training Resources/Professional Training.**

**Complete the detailed agenda information on reverse side. Return completed request forms to Shirley Roeber.**

## Session choices

Please include your overall agenda with start and end time for each activity.

Session name from front of form	Session time start and end

Special requests/notes: