



A Union of Education, Technical Support, Charter School and Education Support Professionals

# Broward Teachers Union

Engaging & Empowering Educators

Name: \_\_\_\_\_

Worksite: \_\_\_\_\_

## 2018 LEADERSHIP INCENTIVE PROGRAM – CSP STEWARDS

In order to receive a dues rebate, this checklist and all verifications must be returned to the BTU by May 18, 2018. No exceptions!

**The steward leadership incentive program consists of two parts. Each part may be rebated independently of the other. Therefore, the steward may choose to complete one or both of the parts.**

**The rebates are as follows:**





- |    |                                                                                   |                               |
|----|-----------------------------------------------------------------------------------|-------------------------------|
| 1. | Completion of the Steward Checklist ( <i>with documentation</i> ) (I, II and III) | Incentive of ¼ rebate of dues |
| 2. | Attendance at trainings and monthly meetings (IV)                                 | Incentive of ¼ rebate of dues |

### STEWARD CHECKLIST INCENTIVE

*Must complete Parts I, II and III*



#### Part I: Mandatory Duties

Must complete **ALL** of the following for checklist incentive:

- \_\_\_ BTU Bulletin Board is updated with information for your unit. *Please attach a photograph*
- \_\_\_ Functioning Union Council; provide names and meeting notes. *Please attach a copy*
- \_\_\_ Disseminate union information via email, member mailboxes, bulletin board, and/or text messages, etc.
-  Field staff must confirm. (cc field staff on email or group text)
- \_\_\_ Ensure the submission of results of all **BTU-CSP** elections and ratification by deadline.
- \_\_\_ Hold a union membership meeting with your Field Staff and/or a BTU Officer present
-  Please provide date and topic of meeting: \_\_\_\_\_
- \_\_\_ Assessment of non-members as “hot/warm/cold” based on organizing conversations.
-  Due by fall steward council, October 11, 2017
-  Email [hcorless@btuonline.com](mailto:hcorless@btuonline.com) for current roster.

#### Part II: Union Participation

Check at least **TWO** of the following:

- \_\_\_ BTU internal committee(s), membership with regular attendance
-  Name of committee(s): \_\_\_\_\_
- \_\_\_ Participation in BTU political/legislative function(s)
-  Please list activities and dates: \_\_\_\_\_
- \_\_\_ Organizing: recruit **at least two** members. Member’s names:



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1.) \_\_\_\_\_ 2.) \_\_\_\_\_

\_\_\_ Attend a CSP contract negotiation session or preplanning meeting, date \_\_\_\_\_

\_\_\_ Meet with an individual Pembroke Pines City Commissioner or the Mayor, date \_\_\_\_\_

\_\_\_ Attend a City Pembroke Pines Commission meeting, date \_\_\_\_\_

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### Part III: Member Representation

Check at least **THREE** of the items below:

\_\_\_ Council/Coach a member

Member's name: \_\_\_\_\_

Concern/Topic: \_\_\_\_\_

\_\_\_ Bring a member or potential member to BTU political/legislative function(s)

Employee's name: \_\_\_\_\_ Event Name: \_\_\_\_\_

\_\_\_ Attend a Town Hall(s), date(s) \_\_\_\_\_

\_\_\_ Enlist participation of members and potential members in worksite meeting to discuss a relevant issue

Date: \_\_\_\_\_ Issue: \_\_\_\_\_

\_\_\_ Coordinate/collaborate with Field Staff to meet with Administration to resolve a member issue

Field Rep name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_ Hold an informal meeting with Administration to resolve a member issue

Administrator/Supervisor name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_ Other Union activity

Describe: \_\_\_\_\_

### Part IV: TRAINING AND MONTHLY MEETINGS Sign-in is required for the incentive. **NO EXCEPTIONS!**

\_\_\_ Summer Steward Leadership Training, August 9, 2017 or one alternate steward training

\_\_\_ Steward Council meetings (minimum 3) Dates: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

\_\_\_ BTU events (**at least one**: BBQ, social, football game, financial workshop, rally, PD class, etc.)

Event Name: *example – Fall BBQ at Tradewinds Park, October 21* \_\_\_\_\_

Event Name: \_\_\_\_\_

Event Name: \_\_\_\_\_

I affirm the above to be a true reflection of my stewardship for the 2017-2018 school year.



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