



# Broward Teachers Union

Engaging & Empowering Educators

**DRAFT**

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

## 2018 LEADERSHIP INCENTIVE PROGRAM – EP 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 Steward/Administrator Discussion Guide, submitted by September 29, 2017
- \_\_\_\_\_ Functioning Faculty Council *Please attach at least two copies of council minutes, bulletins or agendas.*
- \_\_\_\_\_ BTU Bulletin Board is updated with information for your unit. *Please attach a photograph*
- \_\_\_\_\_ 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-EP** elections and ratifications by deadlines.
- \_\_\_\_\_ 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 first steward council, **October 11, 2017**
-  Email [hcorless@btuonline.com](mailto:hcorless@btuonline.com) for current roster.

#### **Part II: Union Participation**

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

- \_\_\_\_\_ BTU internal committee(s), membership with regular attendance: Name of committee(s):  
1. \_\_\_\_\_ 2. \_\_\_\_\_
- \_\_\_\_\_ Participation in BTU political/legislative function(s): Activity and date: \_\_\_\_\_
- \_\_\_\_\_ Recruit **at least one** member. Member’s name: \_\_\_\_\_
- \_\_\_\_\_ Participate in Faculty Council, PD team and/or Positive Behavior Plan committee
-  Attach 2 examples of your meeting notes, minutes, and/or agenda
- \_\_\_\_\_ Membership in and/or attendance at any of the following: SAC/PTA/PTO
-  Attach agenda and date(s)
- \_\_\_\_\_ Attend a Broward County School Board meeting, date \_\_\_\_\_
- \_\_\_\_\_ Attend a EP contract negotiation session, date \_\_\_\_\_
- \_\_\_\_\_ Attend a BTU Town Hall 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: \_\_\_\_\_

\_\_\_\_\_ Bring a member to BTU area meeting/school board meeting/BTU Town Hall(s)

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

\_\_\_\_\_ 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's name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Other Union activity

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

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### Part IV: Trainings and Meetings Incentive Sign-in is required for the incentive. NO EXCEPTIONS!

Must complete **ALL** of the following for training and meeting incentive:

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

\_\_\_\_\_ EP Steward Release/Training Day (at least one/each EP steward per site)

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

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

\_\_\_\_\_ Area Meetings with Field Rep (attend at least 2) Dates: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

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

Event Name: *example – College Loan Seminar* \_\_\_\_\_

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

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

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



\_\_\_\_\_  
Signature