



Broward Teachers Union

Engaging & Empowering Educators

Name: _____ Worksite: _____

2020 - 2021 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 14, 2021 **No exceptions!**

*** Submit completed form to stewardrebate@btuonline.com***

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 1/4 rebate of dues |
| 2. Attendance at trainings and monthly meetings (IV) | Incentive of 1/4 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 *Please provide names and copy of meeting notes*

_____ 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 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, **week of October 12, 2020**

Email hcorless@btuonline.com for current roster.

_____ **Provide a list of all members with personal email addresses and accurate cell numbers.** http://btuonline.com/info/Aug2020_StewardTraining/MyBTUListforMeOnly.xlsx (email list to hcorless@btuonline.com **No LATER than May 7, 2021**)

Part II: Union Participation (*Check at least TWO 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: _____

_____ Organizing: Recruit **at least two** members. Members names:

1) _____ 2) _____

_____ Attend a City of Pembroke Pines Commission meeting, date _____

_____ Attend a CSP contract negotiation session, date _____

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



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

Broward Teachers Union








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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's name: _____ Date: _____
- _____ Other Union activity
-  Describe: _____

Part IV: Trainings and Meetings Incentive (Must complete **ALL** of the following for training and meeting incentive.) **Sign-in is required for the incentive. NO EXCEPTIONS!**

- _____ Summer Steward Leadership Training, August 2020, or one alternate steward training. Date: _____
- _____ Steward Council meetings (minimum 3) Dates: _____, _____, _____, _____
- _____ Area Meetings with Field Rep (attend at least 2) Dates: _____, _____, _____
- _____ BTU events (**at least one**: BTU Festival, 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 2020 - 2021 school year.



Signature