

MEA Online Request Form for Synchronous ILTs (Instructor Led Trainings) Revised 3/29/21

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

- Bargaining & Organizing for Workload Relief (75 min.)
- Bargaining Laws, Rules and Regulations for ESPs (75 min.)
- Blurred Lines: Addressing Boundaries (60-90 min.)
- Building Relationships for the Schools and Communities Students Deserve (75 min.)
- Cellphones, Social Media and Student Safety (60-90 min.)
- Community Engagement: Building Relationships for the Schools and Communities Students Deserve (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 min.)
- Data Practices: Public, Private, Confidential, Nonpublic, Protected. What Does This All Mean? (60-90 min.)
- Degrees, Not Debt (1 hour)
- Digital Organizing 101 (75 min.)
- 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.)
- Identifying and Including Special Education Issues in Contracts (75 min.)
- Internal Audit Committee Training (1 hour)
- Internal Communication with Members during Bargaining (75 min.)
- 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 Resources: Online Data & Information to Support Bargaining (60-75 min.)
- Organizing for Safer and Healthier Schools, in a Pandemic and Beyond! (75 min.)
- Past Practice: How the Past Can Haunt (or Help) You! (60-90 min.)
- Preserving Statutory Protections (60-90 min.)
- Rethinking Bargaining Surveys (75 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 a Racial Equity Lens in Bargaining (75 min.)
- Using Membership to the Max: Member Benefits (60 min.)
- Virtual Negotiating: Moving Bargaining Online (75 min.)
- What's New? Ask the Lawyer (60-90 min.)
- When can I Afford to Retire? (For Members with a PERA Pension) (60 min.)
- When can I Afford to Retire? (For Members with a TRA Pension) (60 min.)
- Why is it so Hard to Talk about Race? (75 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)

CNP for Teachers (4 hours)

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: