



njea esp

Educational Support Professionals

Be Part of the Buzz!



FEBRUARY 1-3, 2019

HILTON EAST BRUNSWICK • 3 TOWER CENTER BLVD • EAST BRUNSWICK, NJ

- | | | |
|---|---|--|
| 1. NEW - 2019: One Year into a New Administration in Trenton | 9. Combating Privatization | 17. PERC Law for ESP |
| 2. What Would You Do?*
<i>Limited to 15 participants</i> | 10. Para Power* | 18. What have you done for Me Lately |
| 3. Organize Your Local | 11. ESP Power* | 19. De-escalation Techniques: Keeping the Peace while Keeping Your Cool & ID Theft & Cyber Security: Threat Detection & Response* |
| 4. Preparing for Your Evaluation* | 12. Your Money: Your Life* | 20. NEW – Salary Guide Development for ESP |
| 5. Understanding Your Union and Its Importance to You* | 13. Social Media for ESPs*
<i>Limited to 20 participants (computer class)</i> | 21. NEW – Lessons for Today's Unions |
| 6. Grievance & Contract Enforcement | 14. So You're a "Blue," and What It Says About You | 22. NEW – Integrated Pest Management* |
| 7. Negotiations & Basic Bargaining | 15. School Law and the Anti-Bullying Law* | |
| 8. You & Your Pension | 16. NEW – Health & Safety for ESPs* | |

* (Cycle 1 Only)

* (Cycle 2 Only)

Come honor the 2019 NJEA ESP of the Year and county nominees!

NJEA ESP CONFERENCE | C/O Beneficial Bank, PO Box 13661, Philadelphia, PA 19101-3661

Enclose a check payable to "NJEA/ESP." Preregistration required & accepted on a first-come basis. **REGISTRATION DEADLINE: JANUARY 9.**

Choose **ONE** rooming option below

Double occupancy \$217* per person *Must include a roommate for double occupancy. If not indicated, one will be assigned.

Roommate's Name _____

Single occupancy \$330 Commuter \$185

(Please print below)

NAME _____

HOME ADDRESS _____

CITY _____ STATE _____ ZIP _____

HOME PHONE _____ EMAIL _____

WORK PHONE _____ CELL PHONE _____

COUNTY ASSN. _____

LOCAL ASSN. _____

SELECT TWO SEMINARS:

- | | | | | | | | | | | | |
|----|----|----|----|----|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | | |

SELECT TWO ALTERNATES:

MEAL CHOICE: BEEF CHICKEN FISH

REGISTRATION BEGINS AT 4 P.M. ON FRIDAY

Most seminars are offered for both Cycle 1 and Cycle 2. Cycle 1 seminars are held on Saturday from 9 a.m. – 3:30 p.m. Cycle 2 seminars are held beginning Saturday 4 p.m., through Sunday. Due to safety concerns & lack of childcare provisions, no children are permitted.

To participate in the professional development seminars listed above. **Preregistration is required by Jan. 9.** For more information and registration form, visit njea.org/esp.

FEBRUARY 1-3, 2019

HILTON EAST BRUNSWICK • 3 TOWER CENTER BLVD • EAST BRUNSWICK, NJ

1. **NEW - 2019: One Year into a New Administration in Trenton**

In this seminar, we will discuss the first year of the Murphy Administration and the State Legislature and what it means for ESPs and unions. You will learn about the political work of Trenton, how state government works, and who's in charge. We will discuss strategies for our ESP legislation and organizing our members for political action and legislative action teams.

2. **What would you do?***

Limited to 15 participants

This workshop is a hands-on, scenario based exercise in advocacy. Learn about internal and external organizing, communication strategies, and interpersonal relations and then apply your new skills in real-life experiences including representing a member in a conflict and defending colleagues in a public forum. Participants will be put in situations which will sharpen your decision-making and advocacy skills. This highly interactive workshop will give you skills and strategies to improve your ability to advocate for yourself, your local, and your profession.

3. **Organize Your Local**

Do you often find yourself asking why don't more of my members care or why won't more of my members get involved? Then this workshop is for you! Learn how to use the story of self, host one on one conversations, and map your local to energize your membership. This workshop is great for local leaders and a team of members who are interested in engaging others.

4. **Preparing for your Evaluation***

Learn what ESP evaluation should include, how to utilize your evaluation for career development, and how to protect your rights in the evaluation process.

5. **Understanding Your Union & Its Importance to You***

Explore what your dues dollars pay for, what you are entitled to as a union member, and what your responsibilities are as a member.

6. **Grievance & Contract Enforcement**

This hands-on seminar defines what a grievance is, and how to process, file, and present the grievance. Participants will be asked to practice the preparation, the presentation, and the defense of a grievance.

7. **Negotiations & Basic Bargaining**

Master the essential phases of negotiating with particular emphasis on organizing and preparing for negotiations. Learn about counterproposals and tactics in negotiating. Prepare for mediation and fact-finding and learn the role of the law in the negotiations process.

8. **You & Your Pension**

Learn about your PERS pension benefits. Discuss options, retirement dates, life insurance, purchase of prior service, Social Security, taxation of retirement benefits, and health insurance after retirement. Procedures for retirement and completion of forms will also be discussed.

9. **Combating Privatization - You Could Be Fired!**

With tightening budgets, public schools are being squeezed. Many boards of education will consider firing our members as a way to save money. Learn how to recognize and fight this attack with organizing, information, and outreach. The job you save could be your own.

10. **Para Power***

This workshop focuses specifically on how paraprofessionals become more successful with their assigned job responsibilities. Through discussions and activities, we will provide paraprofessionals with the skills necessary to maintain and improve relationships within their school buildings and their communities. Topics will include: interaction/communication – staff/staff and staff/student; managing behaviors, nonclassroom duties; and classroom duties.

11. **ESP Power***

This workshop will help ESP members become more successful with their assigned job responsibilities. Through discussions and activities, we will provide ESP members with the skills necessary to maintain and improve relationships within their school buildings and their communities. Topics will include: interaction/communication-staff/staff and staff/student; managing behaviors; regular duties; and other assigned duties.

12. **Your Money: Your Life***

This seminar is designed for ESPs. Every hard-earned dollar counts in living the best life you can. In this seminar, we will cover: Living within your financial means, Protecting and growing your net worth, and Planning for the next generation.

13. **Social Media for ESPs***

Limited to 20 participants (computer class)

Participants will learn about social media best practices for individuals and local associations. During this session, we will explore the tenants of online safety. Online safety will serve as the foundation for understanding how to make a powerful and lasting impact on the different social media platforms. The session will focus on the three most popular online tools, Facebook, Instagram, and Twitter.

14. **So You're a "Blue," & what it Says About You**

Did you ever think of yourself as a color and how well you mix with other "colors"? Are you Red, Blue, Yellow or White? Were you born that "color" or did you become that "color"? What happens when we work or live with "colors" that clash with our personalities? Come prepared to learn and laugh about yourself and others, recognize our strengths and weaknesses and how to overcome them, and PAINT. Yes, PAINT!!! You will leave with an original painting that reflects what you have learned in this seminar.

15. **School Law & the Anti-Bullying Law***

This seminar will examine the impact of the law on employment; analyze the proper forum for dealing with disputes; and review association roles, responsibilities, and liabilities in its duty of fair representation. Learn the responsibilities and rights of school employees with regard to bullying – student to student, student to staff, and staff to student. An in-depth review of pertinent provisions of school and labor laws, and administrative and legal decisions affecting ESP members will also be provided.

16. **NEW - Health & Safety for ESPs***

With aging public schools, postponement of preventive maintenance, ongoing renovations, and planned construction, health and safety dangers often threaten students, educational support professionals and teachers. Poor indoor air quality, mold, asbestos, construction dust, and vermin are just some of these hazards.

Learn ways to remediate these issues. Discussions will include the Public Employees Occupational Safety and Health (PEOSH), who develops and enforces occupational health standards for public employees, and encourages

employers and employees to improve their working environment. Occupational Safety Health Administration (OSHA) Under federal law, you are entitled to a safe workplace. Your employer must provide a workplace free of known health and safety hazards. If you have concerns, you have the right to speak up about them **without fear of retaliation**. We'll also discuss forming a Health and Safety Committee in your local association, and/or school building.

17. **PERC Law for ESP**

Negotiations and impasse resolution procedures, case law on scope of negotiations and grievance adjudication. Discipline vs. Evaluation, Transfers, Unfair Labor Practices and other issues will be discussed using specific cases involving ESP members.

18. **What have you Done for Me Lately - Negotiations**

As an ESP member have you ever read your contract and wanted to ask, "What have you done for me lately?" In this session we will analyze your past contracts to see what has been negotiated for you and design a path forward to help you get what you need!"

19. **De-escalation Techniques: Keeping the Peace While Keeping your Cool & ID Theft & Cyber Security: Threat Detection and Response ***

De-escalation Techniques will provide strategies and techniques to diffuse an escalating situation without using force. Members will learn verbal and nonverbal responses in addition to a review of legal protections from the Association.

ID Theft & Cyber Security, Cyber-attacks and data breaches are crimes of opportunity. Basic prevention measures can help members avoid substantial financial and emotional distress. This is an exciting learning experience for new and experienced technology users. A review of social media is provided to remind members they are held to a higher standard than the rest of society, and learn how to avoid putting their jobs on the line.

20. **NEW - Salary Guide Development for ESP**

Ever wonder how your salary guide works? Want to know how they are created? This hands-on workshop will take you through salary guide development for BOTH hourly rates and annual salaries. We will build a salary guide together, analyze YOUR salary guide and discuss best practices for settlements! Bring your pencils, calculators and contract and get ready for some fun!

21. **NEW - Lessons for Today's Unions**

This workshop uses events and trends from the history of unions in the USA to make sense of current issues and challenges for unions, and to suggest strategies for unions in today's environment.

22. **NEW - Integrated Pest Management***

Earn a Certificate in Integrated Pest Management

Integrated Pest Management or IPM is a strategy that ensures safe, cost-effective and sustainable pest management, reducing risks associated with pests and their management. In schools IPM is a much more effective alternative to scheduled applications of chemical pesticides. Children's special vulnerability to pesticides includes both increased opportunity for exposure and increased susceptibility compared to adults. IPM practices reduce student exposure to both pests and pesticides. Custodians, Grounds and Maintenance, and Food Service members can all earn certificates in IPM by attending this workshop.