

## From the Top

Here's a look at the activities of President Andy Ford, Vice President Joanne McCall and Chief of Staff Marty Schaap over the past few weeks.

All participated in the Executive Cabinet Strategic Planning meeting, the Legal update and the Officer/Chief of Staff Meeting.

Andy also participated in the Southern RRT meeting, the Broward Teachers Union ESP Day Celebration event, the BTU Executive Board meeting and the AFT State Federation Conference.

Joanne met with state Sen. Jack Latvala, attended an AFL-CIO meeting, the Seminole ESP Day celebration, the Broward TU Executive Board meeting, the AFT State Federation Conference and a manager meeting.

Marty met with FEA insurance carriers and staff union. He also dealt with personnel and legal issues, held discussions with the executive directors, participated in a conference call with OPPAGA (Florida Legislature Office of Program Policy Analysis and Government Accountability), manager meeting and departmental staff meeting, conducted interviews for IT director and participated in collective bargaining meetings.

## The Insider

From Public Policy Advocacy:

- PPA staff presented at the November RRT meetings.
  
- o PPA has announced the 2015 Interim Committee Week dates along with the dates for the Legislative Session and provided a schedule of dates to go out into the locals and provide trainings. Please contact the PPA department if you would like to schedule a visit to your local.
  
- PPA has created 2015 Pre-Session Local Action Plan that includes various activities and structures that should be in place before the March 3rd start of the Legislative Session. These will provide effective lobbying strategies using the GREAT Training guidelines.
  
- PPA staff attended the NEA NALPSE conference (National Association of Legislative and Political Specialists for Education) in San Antonio, Texas.

- Attended AFT Winter Political Conference for election and debriefings and trainings. PPA staff also attended the Excellence in Education Workshop on school reform in DC. This is the Jeb Bush summit.
  
- Cathy Boehme attended the Alliance for Public Schools Community Conversation developing their legislative agenda. Cathy's article is in print in the New England Journal for Public Policy!!  
<http://scholarworks.umb.edu/neipp/vol26/iss1/9/> <<http://scholarworks.umb.edu/neipp/vol26/iss1/9/>>
  
- PPA staff met with Alliance for Public Schools and attended their legislative conference.
  
- Staff worked on voucher background materials. In addition, meetings with various members of the Florida legislature have begun.
  
- PPA staff has lobbied congressional members on ESEA/Testing measure.
  
- New Business Items assigned to the PPA department:
  - o NBI 2014-2 – Testing Task Force – In the process of gathering information and organizing the first task force meeting.
  
  - o NBI 2014-3 – Alternatives for State Standardized Assessment – Supporting local unions in developing resolutions regarding toxic testing.
  
- Attended progressive alliance debrief and planning session.
  
- PPA participated in communication meetings including Advocate Editorial meetings.
  
- Worked with multiple locals to prepare for and testify at legislative delegation hearings.

## The Desktop

From Information Technology/ Membership:

In addition to providing routine end-user and network support, the IT staff has been engaged in the following activities:

· Keri Maloney, Tim Benton and Aurora Gonzalez along with Darrell Moyers and Asher Huey from the AFT staff conducted a two-day training program at the St. Lucie CTA/CU office in Fort Pierce on November 20-21. The training program covered:

- § Windows 7 Tips: Quick tips for navigating Windows 7
- § Basic Microsoft Office 2010 navigation
- § Microsoft Word: Using Mail Merge
- § Microsoft Word: Formatting Tables
- § Microsoft Excel: Excel 2010 tips
- § Basic and Intermediate Microsoft Publisher
- § Online Theory of Change: Strategic planning for online campaigns
- § Email 101: Best practices for running an advocacy email list
- § Lyris 101: Using the system
- § Strategic Social Media: Building and Maintaining an audience
- § Basics of Facebook and Twitter: Tips and Tricks for the platforms
- § Creating a Facebook Group and posting

Staff and Leaders from the St. Lucie CTA-CU, Palm Beach CTA, Broward Teachers Union, Seminole Service Unit, and the Volusia Teachers Organization participated in the training. We'd like to offer special thanks to the St. Lucie CTA-CU for hosting the event. We have received positive feedback from the participants and plan to offer similar regional training early next year.

· IT Department staff participated in a four-day on-line training session for the Bomgar remote support system that will be replacing GoToAssist that we are currently using. Bomgar offers secure remote support for desktops and other devices. With Bomgar, we will be able to access and support nearly any remote computer or mobile device, troubleshoot PCs and servers, provide remote assistance,

train remote employees, or perform system maintenance with a high level of security. You will be hearing more about this new system soon.

## The Brief

From the Legal Department:

### Major Litigation

- FEA State Constitutional Challenge on Tax-Credit Voucher Program---early stages
- FEA State Constitutional Challenge on Legislative Violation of Single Subject Rule in SB 850---early stages
- 11th Circuit Court of Appeals---Federal SB 736 challenge: pending on appeal
- 1st DCA---State SB 736 challenge: pending on appeal

### Member/Local Litigation

- Discovery for DOAH cases in Volusia, Pasco, Dade, Santa Rosa, and Palm Beach Counties
- Depositions in Dade, Palm Beach, and Santa Rosa cases
- United Faculty of Florida (PERC), Bradford Education Association, Indian River Education Association, Gadsden County Education Association (2 DOAH cases), Polk Education Association, Palm Beach Classroom Teachers Association, United Teachers of Dade, Orange Classroom Teachers Association, Broward Teachers Union
- 2nd DCA---Glades County Classroom Teachers Association (District failure to arbitrate)

EPC Hearings: All Informal, Formal and Settlement Agreements

### Internal Local Issues

- Wage and Hour issue-Seminole
- Election, Administration, Governance and Contractual issues: Orange CTA; Orange SUC; Broward; Palm Beach; St. Lucie CTA; Seminole

## Training:

Attended all RRTs

## FEA ADMINISTRATIVE

- CBR and Credentials & Elections notice proofs
- Governance Board Preparation
- Executive Cabinet
- End of Calendar Year Membership Status Work

## Rotation Questions

Handled approximately 100 rotation questions, from an intellectual property/distance learning issue to whistleblower and bullying issues.

## The Bottom Line

### From Finance:

- The end of the calendar year creates quite a buzz for Angela and Megan in our office! They will be working on accelerated pay schedules to accommodate for the holiday break and this is the time of year when employees make changes to their benefits. All benefit adjustments must be reported to Finance and then reported to the vendor by mid-December which is quite a challenge!
- We are steadily making progress ensuring all of our staff accurately report in our time keeping system (ADP) – each pay period is better but there is room for improvement!
- The 13-14 LM-2 was filed and is available online at the Department of Labor's website
- In the next week we will be finalizing our 13-14 Dues payments to the nationals. If you still owe 13-14 Dues – Please contact our office immediately!

- Service Unit Grants and Rebates will be processed for the second quarter of the 2014-15, in the third week of December and they should be received by the first of January.

## The Human Resource

### From Human Resources:

- Met with FSO on Grievances and Labor Management Issues
- Met with Principal Plan 401(k) reps re various Insurance and 401(k) issues
- Met with FEA-FSO Insurance Committee to discuss Health Insurance Policy Issues, including upcoming annual renewal and researching the possibility of contracting with a new TPA.
- Met with Representative of the Health Insurance Company to hear and Discuss presentation of 2015 Insurance renewal
- Drafted several job descriptions.
- Responded to numerous inquiries regarding Open Enrollment Materials for 2015 FEA Health Insurance Plan. Collected and tracked Open Enrollment Submissions.
- Continued planning and booking meeting locations and hotels for FEA meetings through the rest of 2014 and into 2015, up to 2015 NEA RA (in Orlando).
- Served on team interviewing applicants for 2 Regional Specialist positions; and worked with team to make final decision.
- Screened 79 applications for IT Director Position.
- Reviewed sets of written and oral questions for IT Director position applicants.
- Scheduled Interviews and participated in interviews for IT Director Position.
- Established additional meeting planning, hotel and hospitality industry contacts
- Worked with Executive Office and other staff to update locations for FEA calendar of meetings
- Continued obtaining site information to assess use of other hotels and locations for upcoming FEA meetings
- Assisted FEA staff and Governance with various personnel issues such as fielding and tracking health insurance questions regarding claims and coverage, Medicare coverage and reimbursement, reviewing sick leave bank policy, resolving 401 (k) issues.

- Assisted with coordination of application review and interview scheduling for various FEA job vacancy announcements, including Regional Communications Specialist, Regional Specialist, and IT Director.