



# njea esp

Educational Support Professionals

Be Part of the Buzz!



1. Political Climate 2018, A New Administration in Trenton
2. What Would You Do? – Limited to 15 participants (Offered Cycle 1 only)
3. Organize Your Local
4. Preparing for Your Evaluation – (Offered Cycle 2 only)
5. Understanding Your Union and Its Importance to You – (Offered Cycle 1 only)
6. Grievance and Contract Enforcement
7. Want to Be an Association/ Union Rep., or Maybe You Already Are
8. Negotiations and Basic Bargaining
9. You and Your Pension
10. Combating Privatization – You Could Be Fired
11. Para Power – (Offered Cycle 1 only)
12. ESP Power – (Offered Cycle 2 only)
13. Your Money: Your Life – (Offered Cycle 1 only)
14. Special Education Today for ESP Members
15. Leadership Development 101 for ESP Members
16. Social Media for ESPs – Limited to 20 participants (computer class) – (Offered Cycle 1 only)
17. So You're a "Blue," and What It Says About You
18. School Law and the Anti-Bullying Law
19. Organizing Your Workday for ESP – (Offered Cycle 2 only)
20. PERC Law for ESP
21. Using Pride and FAST to Fight Privatization – (Offered Cycle 1 only)
22. Runaway Inequality – (Offered Cycle 2 only)
23. What Have you Done for Me Lately? – Negotiations
24. ID Theft and Cyber Security/ De-escalation Techniques – (Offered Cycle 2 only)

## Come honor NJEA's ESP person 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 15.**

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	23	24

### SELECT TWO ALTERNATES:

### REGISTRATION BEGINS AT 4 PM ON FRIDAY

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

Sign-up to participate in the professional development seminars listed above. **Preregistration is required by January 15.** For more information and registration form, visit [njea.org/esp](http://njea.org/esp).

# FEBRUARY 2-4, 2018

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

## 1. NEW - Political Climate 2018, A New Administration in Trenton

In this seminar we will discuss the new political climate in Trenton, only one month into a new governor and new legislature. You will learn about the political world of Trenton and how state government works. We will discuss strategies for our ESP legislation and organizing our members for political action and legislative action teams.

## 2. What Would You Do? (Offered Cycle 1 only)

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 (Offered Cycle 2 only)

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 and Its Importance to You (Offered Cycle 1 only)

Explore what your dues dollars pay for, what you are entitled to as a union member, and what are your responsibilities 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. Want to be an Association/Union Rep., or Maybe you Already Are. . .

Sign-up and learn how to be the most effective association representative for your members. You'll learn the fundamentals and develop skills to become an association advocate. Some of the topics covered will be: contract enforcement, basic school law, member benefits, membership promotion, legislative action, your state and national association.

## 8. 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.

## 9. You and 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.

## 10. 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.

## 11. Para Power (Offered Cycle 1 only)

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.

## 12. ESP Power (Offered Cycle 2 only)

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.

## 13. Your Money: Your Life (Offered Cycle 1 only)

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.

## 14. Special Education Today for ESP Members

ESPs are key members of the school team supporting students with disabilities. This session will provide support professionals with an overview of current special education rules and issues. Topics will include: laws and regulations; the impact of E.S.S.A. '15; student discipline; dyslexia; autism; confidentiality; professional development and more.

## 15. Leadership Development 101 for ESP Members

In this session, we will explore: What is leadership time and stress management for leaders; team building for leaders; change management for leaders; and effective communications for leaders.

## 16. Social Media for ESPs - (Offered Cycle 1 only) 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.

## 17. So You're a "Blue", and 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.

## 18. School Law and 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.

## 19. Organizing Your Workday for ESP

(Offered Cycle 2 Only)

This program will feature an open discussion of the problems and challenges we face every day. ESP members will be presented with some skills and strategies to meet the ever increasing work demands.

## 20. 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.

## 21. NEW - Using PRIDE and FAST to Fight Privatization (Offered Cycle 1 only)

PRIDE and FAST are widely used across the state to engage the community (PRIDE) and families (FAST) in the positive work of our members. This session will prepare local leaders, PRIDE and FAST chairs, and committee members to build strong and successful programs, building our union power, and member engagement in the union.

## 22. NEW - Runaway Inequality (Offered Cycle 2 only)

"There is nothing in the economic universe that will automatically rescue us from runaway inequality. There is no pendulum, no invisible political force that "naturally" will swing back towards economic fairness. Climate change is not going to heal itself. Either we wage a large-scale battle for economic, social and environmental justice, or we will witness the continued deterioration of the world we inhabit. The arc of capitalism does not bend toward justice. We must bend it."

## 23. NEW - What Have you Done for Me Lately

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!"

## 24. NEW - De-escalation Techniques: Keeping the Peace While Keeping Your Cool & ID Theft & Cyber Security: Threat Detection and Response

(Offered Cycle 2 only)

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.