

## LOCAL PRESIDENTS ACADEMY REQUIREMENTS FOR 2017-2018

As part of the LPA, you are required to attend the following training listed below:

Required for 1st Year LPA	Required for 2nd Year LPA	DATE	DAYS	TRAINING/EVENT
YES	OPTIONAL	06/20/17	Tuesday	BFCL Ready Set Go!
YES	YES	08/01/17	Tues-Thurs	MEA Summer Leadership
YES	OPTIONAL UNLESS YOU HAVEN'T GONE BEFORE	08/10/17	Thursday	BFCL Money Matters!
YES	YES	10/07/17	Saturday	BFCL Statewide Presidents' Summit
GO TO ONE OF TWO	GO TO ONE OF TWO	10/14/17	Saturday	MEA Fall RA
YES IF HE	YES IF Higher Ed	10/20/17	Friday	MEA Higher Ed Bargaining Conference
GO TO ONE OF TWO	OPTIONAL UNLESS YOU HAVEN'T GONE BEFORE	10/28/17	Saturday	BFCL Parliamentary Procedures
YES	YES	12/02/17	Saturday	BFCL Advocacy Academy
YES	YES	2/08/18	Thurs-Fri	MEA Bargaining Conference
YES IF ESP	YES IF ESP	3/16/18	Fri-Sat	MEA ESP Conference
GO TO ONE OF TWO	GO TO ONE OF TWO	4/20/18	Fri-Sat	MEA Spring RA
YES	YES	5/05/18	Saturday	BFCL Advocacy Academy
OPTIONAL	OPTIONAL	5/18/18	Fri	BFCL Ladies Day
GO TO ONE OF TWO	OPTIONAL UNLESS YOU HAVEN'T GONE BEFORE	5/19/18	Saturday	BFCL Parliamentary Procedures

**REQUIRED FOR 1<sup>st</sup> YEAR ONLY:** In addition to the above, you are also required to select at least THREE of the following to do on your **OWN** time and at your **OWN** expense. See your MEA calendar for the other dates.

Minority Involvement Program	Coordinating Council or Region meeting	Zone Presidents/UD Roundtable
MEA Board of Directors meeting	Statewide Presidents Caucus meeting	Zone/local Lobby Day

**FOR ALL LPA:** If there is something else you would like to attend, prior approval will be necessary in order for it to count as one of your three optional events/activities. Simply send Nancy Strachan an email ([nstrachan@mea.org](mailto:nstrachan@mea.org)) prior to the event letting her know what you'd like to do.

You may schedule FIVE days (or 10 half days) of release time during the school year to work on association business. Your district may be reimbursed your hours or substitute cost. Request the date(s) and explanation of use by sending Nancy Strachan and Donna Wickham ([dwickham@mea.org](mailto:dwickham@mea.org)) an email at least 2-3 days in advance.

Set at least one association goal for the coming year which focuses on:

- Engaging new members in the association **OR**
- Increasing your own or your members' political awareness/involvement.

Read and respond to e-mail at least twice per week.

**Last, but not least, you will need select a person to actively mentor (or continue to mentor), and bring him/her to at least one training event in 2016-17.**

**All expenses (within reason) including the cost of substitutes or your daily wages up to a maximum of \$125 per day will be covered for all required training and activities. **For the district to receive reimbursement**, the payroll office must submit a letter with the dates a substitute was required, how many hours they worked, and cost for the substitute. If no substitute was required, the letter should include the dates you were gone and your rate of pay. The letter can be addressed to Donna Wickham. It can be faxed to 517-203-2943, emailed to [dwickham@mea.org](mailto:dwickham@mea.org) or mailed to Donna Wickham, 1216 Kendale Blvd., East Lansing, MI 48826.**