



2022 ESP Conference

March 18-19, 2022
MEA Headquarters • East Lansing, MI



ESP Conference Purpose

This statewide conference is designed to serve the expressed needs of the Education Support Professional members in good standing of the Michigan Education Association. Individual workshop sessions have been structured to meet both the generic and specific needs of the group.

ESP Conference Committee

Terrie Rugg, Chair

Eursla Moore-Doyle, Co-Chair

Charles Bacon

Theresa Dudley

Sue Federico

Bob Hanchek

Martin McDonough

Eva Pritchard

Antonella Piccirilli

Jennifer Shelito

For Further Information

Coordinator: Michele Harrison mharrison@mea.org

Registration: Nancy Morrow nmorrow@mea.org

Phone: 800-292-1934 517-332-6551

Fax: 517-336-4048

Address: 1216 Kendale Blvd., PO Box 2573
East Lansing, MI 48826-2573

You can also find more information online at mea.org.

This conference is underwritten in part by MESSA and MEA Financial Services.



MESSA®

mea
Financial
Services



Roy Freeman

MEA ESP CAUCUS EXECUTIVE BOARD PRESIDENT

As MEA ESP Caucus Executive Board President, it is my pleasure to invite you to attend our 2022 ESP Conference on March 18 & 19, at MEA Headquarters in East Lansing. Education Support Professionals are always going the extra mile to insure we provide a safe and clean environment in which to learn.

General Opening Session – Friday at 12:30 p.m. As we kick off our 2022 conference, we will begin by welcoming conference attendees; introducing everyone to the MEA ESP Caucus Executive Board, MEA Leadership and Staff; touching on a few key issues ahead of us as union members in 2022.

ESP Giving Back - Our ESP Caucus Executive Board celebrates the seventh year of our Community Connections Project. This year we are proudly supporting Ele's Place of Lansing.

Friday Night is our ESP Banquet and Leon A. Brunner Award Ceremony. The highlight of our conference where we come together with our ESP colleagues, family, friends and MEA Staff to honor the 2022 recipient of the ESP Caucus' highest honor. Our Leon A. Brunner Award will immediately follow our Community Connections presentation. Saturday at our luncheon, we will close with our PAC prize drawing.

Never forget.....as EDUCATION SUPPORT PROFESSIONALS we are never "JUST A." With the challenges we have dealt with over the last year, we have gone over and above to ensure our students' safe, clean environment to learn. We are professionals on a mission to enrich the lives of every student in our school communities. As we continue on our chosen career path, we will accomplish this with great success.

Along with my fellow ESP Officers and our ESP Caucus Executive Board, I am looking forward to seeing you in East Lansing as we celebrate and honor our professions as MEA Education Support Professionals.



Roy Freeman

MEA ESP Caucus Executive Board President

Keynote Speaker

MICHIGAN SUPREME COURT JUSTICE RICHARD BERNSTEIN



Justice Richard Bernstein became the first blind justice, elected by voters statewide, to the Michigan Supreme Court in November 2014. With a commitment to justice and fairness, Bernstein began his 8-year term in January 2015.

Prior to being elected to Michigan's highest court, Justice Bernstein was known as a tireless advocate for disabled rights as an attorney heading the public service division for The Sam Bernstein Law Firm in Farmington Hills, Michigan. Blind since birth, Justice Bernstein is a Phi Beta Kappa graduate of the University of Michigan and earned his juris doctorate from Northwestern University School of Law.

A believer in the power of public education, Justice Bernstein often speaks about the importance of the entire school community, including education support professionals, in helping him succeed as a student with special needs. He will share about his experiences with public education and school employees and the important role they played in helping him become a successful lawyer and Supreme Court justice.

2022 ESP Conference Schedule

FRIDAY MARCH 18

10 a.m. – 12:30 p.m.	Registration – MEA 1350 building, 3rd floor
12:45 – 5 p.m.	Registration – MEA 1350 building, 1st floor
12:30 – 1:15 p.m.	Opening General Session
1:30 – 2:45 p.m.	100 Conference Sessions
3 – 4:15 p.m.	200 Conference Sessions
4:30 – 5:45 p.m.	300 Conference Sessions
5:30 – 6:45 p.m.	Registration – Okemos Conference Center
6:45 p.m.	Dinner – Okemos Conference Center Welcome: Roy Freeman, MEA ESP Caucus President Keynote Speaker: Michigan Supreme Court Justice Richard Bernstein Leon Brunner Award: Jim Sparapani, Chair

SATURDAY MARCH 19

Breakfast	Available at Best Western for those staying at the hotel
7:30 – 8:30 a.m.	Registration – MEA 1350 building, 1st floor
8:30 – 10 a.m.	400 Conference Sessions
10:15 – 11:45 a.m.	500 Conference Sessions
Noon – 1:15 p.m.	Luncheon
1:30 – 3 p.m.	600 Conference Sessions
3:15 – 4 p.m.	700 Conference Sessions

2022 ESP Conference COVID-19 Requirements

The 2022 MEA ESP Conference is an in-person conference. MEA is committed to public health practices that reduce the risk of COVID-19 and help protect all participants and event staff, which includes requiring full vaccination and recommended boosters for in-person attendance, consistent and appropriate mask wearing, testing and social distancing.

Individuals who can show that they are up-to-date on their COVID-19 vaccinations (meaning fully vaccinated and having received any recommended boosters for which they are eligible) can participate.

Participants who opt to attend the in-person event must agree to MEA's COVID-19 Requirements for the 2022 MEA ESP Conference in order to attend 2022 MEA ESP Conference. You will be asked to read and confirm the Agreement to Abide by COVID-19 Requirements before completing registration. In addition, because there are no precautions that can entirely eliminate the risk of infection from COVID-19 in public spaces, when traveling, and when attending events, participants who attend this conference in person will also be required to agree to a COVID-19 Assumption of Risk and Waiver of Liability before completing registration.

AGREEMENT TO ABIDE BY COVID-19 REQUIREMENTS

I agree that by registering for 2022 MEA ESP Conference, I commit to abiding by the Michigan Education Association (MEA)'s COVID-19 Requirements, as well as any additional rules and guidelines established by the 2022 MEA ESP Conference venue, the State of Michigan, City of East Lansing, and any other requirements promulgated by governmental authorities prior to or during the 2022 MEA ESP Conference.

BEFORE YOU LEAVE HOME

- **Get up-to-date on COVID-19 Vaccinations.** Attendees will be required to present verifiable proof of being fully vaccinated and having received all recommended boosters for which they are eligible.
- **COVID Test.** MEA strongly recommends that attendees take a COVID-19 test immediately prior to traveling to the event to avoid unanticipated costs of being required to isolate at the event location. If positive, do not travel to the event.
- **Self-Assessment.** Evaluate your own health and that of people with whom you are in close contact. Do not travel if you are sick or if you have been around someone with suspected or confirmed COVID-19 in the past 14 days.

UPON ARRIVAL

- At the 2022 MEA ESP Conference registration desk or other location indicated by event organizers, you will be required to present verifiable proof of being fully vaccinated and having received all recommended boosters.
- **COVID Test.** All attendees will be required to provide proof of a negative at-home COVID-19 test. We will accept proof via a picture of a negative at-home test. Individuals who are experiencing symptoms should take a PCR test and bring those negative results with them to the conference.

ONSITE REQUIREMENTS

Attendees should follow guidance from the Centers for Disease Control (CDC) and the Michigan Public Health Department to prevent the spread of COVID-19, including but not limited to the following:

- **Masks.** All attendees will be issued a KN95 mask (or N95 respirator) or equivalent quality mask. Masks must cover your nose and mouth and must be worn at all times while inside the 2022 MEA ESP Conference site, except when actively consuming food or beverages. Masks must also be worn at all other times as required by event organizers and the venue.
- **Social Distance.** Adhere to social distance protocols established by the event organizers and the venue, and respect others' personal space.
- **Self-Assessments.** Every morning and evening, assess whether you are experiencing any symptoms consistent with COVID-19, including but not limited to coughing or difficulty breathing, a new loss of taste or smell, or flu-like symptoms such as fever, chills or body aches. If you are not feeling well or are experiencing any of these symptoms, return to your room and quarantine. Immediately seek medical advice and notify Nancy Morrow at nmorrow@mea.org.

CONTINUE BEST PUBLIC HEALTH PRACTICES

All attendees agree to follow Center Disease Control (CDC) guidelines to prevent the spread of COVID-19.

- **Hand Washing.** Wash hands often with soap and water for at least 20 seconds. When hand washing is not possible, use hand sanitizer (with at least 60% alcohol).
- **Be Thoughtful.** Avoid touching your eyes, nose, and mouth with unwashed hands. Cover your nose and mouth when coughing or sneezing, and throw used tissues in the trash.

POST-EVENT

You're home! But not quite done yet...

- **COVID Test.** Monitor yourself for COVID-19 symptoms and get tested if you develop any symptoms. Even if you don't have symptoms, MEA recommends that you take a COVID test 5-7 days after returning home. If you test positive for COVID-19 within 14 days after returning home, please contact Nancy Morrow at nmorrow@mea.org.

BY SIGNING BELOW, I CONFIRM I HAVE CAREFULLY READ AND FULLY UNDERSTAND AND AGREE TO ALL THE PROVISIONS OF THE MEA AGREEMENT TO ABIDE BY COVID-19 REQUIREMENTS.

Print Full Name

Date

Signature

2022 MEA ESP CONFERENCE COVID-19 ASSUMPTION OF RISK AND WAIVER OF LIABILITY

I acknowledge that:

- The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization.
- COVID-19 is extremely contagious and may be spread by person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations during the pandemic, prohibited the congregation of groups of people.
- In-person attendance at the 2022 MEA ESP Conference and related events ("Conference") may expose me to contact with one or more persons who have been infected with, and/or exposed to COVID-19 and, as a result, my in-person attendance at the Conference may result in my being exposed to or infected with COVID-19.
- I understand that the potential risks associated with exposure to or infection with COVID-19 may include significant and serious illness, bodily injury, temporary or permanent disability, and/or death.
- Despite reasonable precautions taken, MEA cannot ensure that I will not be exposed to or contract COVID-19 as a result of participating in this Conference or related activities.
- MEA is under no legal duty to provide me with any personal protection equipment.

By registering for this Conference, I acknowledge and understand all risks associated with possible exposure to and contraction of COVID-19, and am voluntarily participating in the event for my own benefit, the value of which is sufficient consideration for voluntary execution of this agreement.

I further acknowledge that I understand and assume the risk that exposure to and contraction of COVID-19 may result from the actions, omissions, or negligence of myself and others, including, but not limited to, MEA employees, officers, representatives, agents, and any others present at the Conference. Additionally, **I agree to release and hold harmless** MEA and its employees, officers, representatives, and agents from any and all alleged and/or actual liability, claims, actions, lawsuits, damages, or losses of any kind, whether based on actions, inactions, or negligence, which arise out of or result from attendance at and participation at the Conference.

I agree to abide by the MEA COVID-19 Requirements and any additional rules and/or guidelines set by the Conference venue, the State of Michigan, and any other governmental authorities that may promulgate rules prior to or during the Conference, including but not limited to requirements and/or guidelines pertaining to wearing a mask, vaccination, social distancing, among others.

If any provisions contained in this agreement shall be invalid, illegal or unenforceable in any respect, under any applicable law, the validity, legality and enforceability of the remaining provisions contained herein shall not, in any way, be affected or impaired. This waiver and release shall be interpreted and construed according to the laws of the State of Michigan.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS RELEASE, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE.

Print Full Name

Date

Signature

Ele's Place is a healing center for grieving children and teens. Four branch locations support families throughout the Ann Arbor, Grand Rapids, Flint and Lansing areas and beyond. Each week, peer support group programs help hundreds of children and teens learn how to cope and begin to heal after the death of a parent, sibling or someone else close to them. Before coming to Ele's Place, many grieving children feel alone and keep their feelings inside, not wanting to burden their parents or other family members. Often, friends don't seem to understand if they haven't had a similar experience. But each week at Ele's Place, hundreds of grieving children and teens find a warm and welcoming place to meet new friends who really understand how they feel, while they begin to heal after the death of someone close to them.



A healing center
for grieving children
& teens

Helping Our Communities

This year we have chosen to help Ele's Place of Lansing. We are asking participants of the MEA ESP Conference to bring the following:

- Play-Doh (tiny containers)
- Crayola markers - 8, 10 or 12 packs
- Kid's stickers (to use for scrapbooking) - hobbies, sports, phrases, letters, hearts, stars, etc.
- Elmer's glue sticks
- 3M scotch tape
- Kids scissors
- Liquid hand soap (refill sizes)
- Hand sanitizer (large and small sizes)
- Paper towel
- Toilet paper
- Facial tissue
- AAA and AA batteries

Please purchase the brands requested. All items are to be new and unopened.

Please, NO toys, stuffed animals, Beanie Babies or used books/games.

We will have a presentation of our donations to a representative from Ele's Place at our Friday night banquet. When you make your donation, you will be entered in a drawing to win great prizes. Let's give back to our community and help grieving kids.

ESP Conference Registration Information

MEAL DESCRIPTIONS

FRIDAY DINNER BUFFET

Held at the Okemos Conference Center (across the parking lot from the Best Western)

Michigan Cherry Chicken (gf, df) – Grilled chicken breast with rosemary and Michigan cherry sauce

Roasted Vegetable Lasagna (v) – Peppers, eggplant, tomatoes, mushrooms, zucchini, mozzarella, ricotta, house marinara

Whipped potatoes (v, gf)

Chef's seasonal vegetable medley (v, gf)

Green garden salad – Romaine, field greens, radish, tomato, cucumber, carrot

Lemon Blueberry Trifle – Lemon curd mousse and blueberry compote, pound cake

SATURDAY BREAKFAST

Available at the Best Western if you are staying there.

SATURDAY LUNCH – GRAND TRAVERSE PIE COMPANY BOXED LUNCH

Assorted sandwiches, chips and slice of pie

Assorted salads and slice of pie

PLEASE NOTE:

Masks and social distancing are required in all sessions and in MEA common areas. Masks will also be required at the banquet unless you are actively eating or drinking.

ESP Conference Registration Information

TYPE OF REGISTRATION	COST	DEADLINE
EARLY REGISTRATION		March 4, 2022
Full Conference (includes Friday Conference, Friday Banquet, Saturday Conference, Saturday Lunch)	\$25	
Saturday Only (includes Saturday Conference, Saturday Lunch)	\$15	
LATE REGISTRATION/ON-SITE REGISTRATION		After March 4, 2022
Full Conference (includes Friday Conference, Friday Banquet, Saturday Conference, Saturday Lunch)	\$40	
Saturday Only (includes Saturday Conference, Saturday Lunch)	\$25	

Individual meal tickets will be sold at on-site registration.

ONLINE REGISTRATION

To register online:

- Go to mea.org/members-only
- Find the conference registration information under Upcoming Events.
- Online registrations must be paid with a credit card.
- Online conference registration deadline – March 11, 2022
- Online registration will no longer be available after midnight on March 11, 2022.

TO MAIL IN OR FAX YOUR REGISTRATION FORM

- The conference is available to all MEA members in good standing.
- Select your first, second and third choice for each of the session series. This is to assure that if some sessions are filled before your registration request is processed, you will be assigned sessions that interest you. **PLEASE NOTE:** Some sessions continue into the next time block (e.g., 111-211); please check for conflicting times.
- If you do not plan to attend a session during a time slot or a meal, write in "Not Attending." **PLEASE DO NOT LEAVE ANYTHING BLANK.**
- Payment in full must accompany the registration form along with the signed Agreement to Abide by COVID-19 Requirements and the signed Assumption of Risk and and Wavier of Liability.
- Make check or money order payable to Michigan Education Association and mail with the completed registration form and COVID Agreement and Waiver to:

Michigan Education Association
ATTN: Nancy Morrow
1216 Kendale Blvd., PO Box 2573
East Lansing, MI 48826-2573
- **Credit card registrations:** mail to the above address or fax to 517-336-4048.
- **Early registration deadline is March 4, 2022.** Registrations must be postmarked no later than March 4, 2022 to receive the reduced rate.
- After **March 11, 2022** registrations must be done on-site.
- All cancellations must be in writing. No refunds will be made for cancellations postmarked after **March 11, 2022.**

Registration is limited—first come, first served.

2022 ESP Conference Registration Form

March 18 & 19 | MEA Headquarters, East Lansing | Registrations must be postmarked by March 4, 2022

Please complete the **ENTIRE** registration form. All information is required to process the registration. ALL payment information must accompany this registration form. **PRINT clearly.**

Member's Name: Last _____ First _____
Name to Appear on Name Tag: _____
Previous/Maiden Name: _____ Last 4 digits of Social Security Number: _____
Member Information: ☐ MEA member ☐ MEA-Retired ☐ Student MEA ☐ MEA Staff
Profession: ☐ EA Instructional ☐ EA Non-Instructional ☐ ESP Instructional ☐ ESP Non-Instructional ☐ Higher Ed
Current Occupation: Refer to codes on back, enter as many as applicable
1 _____ 2 _____ 3 _____ 4 _____ 5 _____

School District: _____ Home Address: Street _____
Local/Unit: _____ City _____ State _____ Zip _____
School Phone: _____ Home/Cell Phone: _____

Email you would like used to send registration confirmation: _____

REGISTRATION TYPE	REGISTRATION FEE	DEADLINE
Full Conference – Early	\$25	March 4, 2022
Saturday ONLY – Early	\$15	March 4, 2022
Full Conference – Late/On-Site	\$40	After March 4, 2022
Saturday ONLY – Late/On-Site	\$25	After March 4, 2022

Number of registrations included with payment ____ of ____

PAYMENT must accompany registration form.

Amount Enclosed: \$ _____

PAYMENT METHOD

☐ Check (payable to MEA) Check # _____

Received from _____

☐ VISA ☐ MasterCard ☐ Discover ☐ American Express

Card Number _____ Exp. Date _____

Printed Name of Authorized Signer _____

Authorized Signature _____

MAIL Form and Payment to:

Michigan Education Association
Attn: Nancy Morrow
PO Box 2573
East Lansing, MI 48826-2573

OR

FAX Credit Card Registration to:

517-336-4048

Registration Coordinator:

Nancy Morrow
800-292-1934 ext. 4040
nmorrow@mea.org

For Accounting Use Only

ESP Conf

Conference information at mea.org
SESSION AND MEAL REGISTRATION NEXT PAGE ➡

SESSION REGISTRATION

Write in the **NUMBER** of the session you would like to attend in each series. (Many sessions continue for two or more time slots. Please sign up for the entire series.) **Please provide 1st, 2nd and 3rd choice for each session.**

SERIES Selection	100 Friday 1:30–2:45 p.m.	200 Friday 3–4:15 p.m.	300 Friday 4:30 –5:45 p.m.	400 Saturday 8:30–10 a.m.	500 Saturday 10:15–11:45 a.m.	600 Saturday 1:30–3 p.m.	700 Saturday 3:15–4 p.m.
1 st Choice							
2 nd Choice							
3 rd Choice							

MEALS (MARK IF ATTENDING OR NOT ATTENDING)

Friday Dinner, Okemos Conference Center – 6:45 p.m.	<input type="checkbox"/> Yes	<input type="checkbox"/> No – NOT attending
Saturday Lunch – Noon - 1:15 p.m.	<input type="checkbox"/> Yes	<input type="checkbox"/> No – NOT attending

OCCUPATION CODES

CUSTODIAL

C909 Custodian
C918 Freight, Stock & Materials
Handler
C021 Groundskeeper
C923 Laborer
C927 Maintenance Repairer/
General Utility

FOOD SERVICE

F907 Cook/Food Preparer
F908 Cook Manager
F911 Dietitian
F917 Food Service Director/
Supervisor
F944 Food Service Worker

HEALTH & STUDENT SERVICES

H2007 Dormitory Personnel
H384 Nurse-Registered
H388 Physician
H801 Athletic Coach
H804 Behavioral Management
Specialist
H809 Curriculum Specialist
H810 Grant Developer
H813 Non-Instructional Program
Coordinator
H814 Personnel Officer/Specialist

H816 Public Relations/
Informational Officer
H817 Rehabilitation Counselor
H818 Research & Development
Specialist
H900 Athletic Trainer
H915 Family/Community Support
Coordinator
H946 Student Support/Health
Services
H949 Student Activity Advisor/Non-
Athletic Coach
H959 Volunteer Coordinator

MAINTENANCE

M912 Electrician
M914 Facilities Maintenance
Worker
M920 Graphic Artist
M935 Painter & Paperhanger
M938 Plumber
M939 Printer
M945 Skilled Craft

MEDIA & TECHNICAL SERVICES

L805 Computer Operator
L806 Computer Programmer
L807 Computer Technician
L811 Librarian/Media Consultant
L812 Network Administrator
L819 Statistician

L820 Technology Coordinator
L910 Data Entry Clerk
L929 Media Technologist
L937 Photographer

OFFICE PERSONNEL

O800 Accreditation
O802 Attendance Officer
O803 Auditor – School
O902 Bookkeeper/Accountant
O906 Clerical/Secretarial
O916 File Clerk
O919 General Office Clerk
O926 Mail Clerk
O931 Office/Clerical/Administrative
Support
O941 Purchasing Agent
O942 Receptionist
O943 Records Clerk
O947 Secretary
O951 Switchboard/PBX Operator

PARAPROFESSIONAL & AIDES

P403 Instructional Aide–Special Ed
P404 Aide-Special Ed
P901 Bilingual Aide
P904 Bus Monitor/Crossing Guard

P905 Instructional Aide – Chapter
1
P913 Extra-Curricular Activity Aide
P922 Instructional Aide – not
Special Ed or Chapter 1
P924 Library Aide
P925 Library Media Aide
P928 Media Center Aide
P933 Cashier
P936 Paraprofessionals
P952 Teaching Assistant
P953 Teaching Intern
P954 Teaching/Classroom Aide
P957 Tutor

SECURITY/GUARD

G815 Police Officer
G948 Security Guard

TRANSPORTATION

T934 Other Vehicle Operator
T956 Transportation/Bus Driver
T958 Vehicle Mechanic

PLEASE REVIEW FORM FOR COMPLETENESS PRIOR TO MAILING

2022 ESP Conference Housing

Conference attendees are invited to reserve accommodations directly with the conference hotel, the Best Western.

Best Western
2209 University Park Drive
Okemos, MI 48864

MEA Group Rate: \$75 + taxes
Group Name: MEA

Breakfast is included with the room rate.

In order to receive the MEA group rate, individuals must identify themselves as a member of the group. Currently, a 6% state tax and 6% local tax is applicable (subject to change without notice).

The Best Western must receive reservations by February 24, 2022. Reservation requests received after the cut-off date will be offered at the group rate based on availability, otherwise the best available rate will be offered.

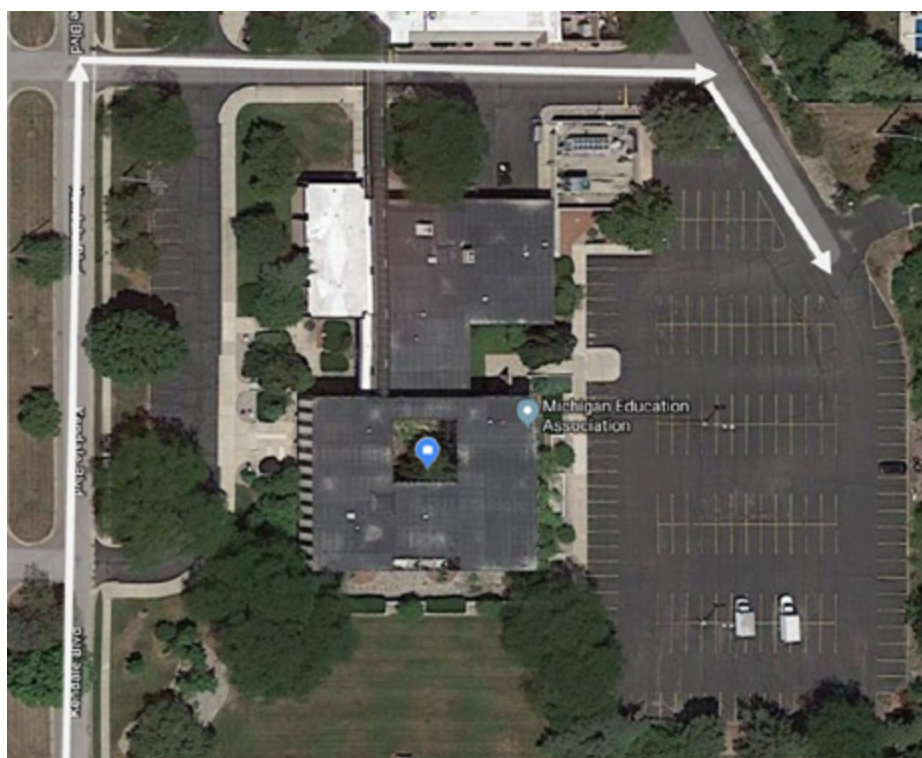
Reservations can be made by calling the hotel directly at 517-349-8700.

CONFERENCE LOCATION

MEA Headquarters - 1350 Building
1350 Kendale Blvd.
East Lansing, MI 48823

PARKING

Please park behind the MEA 1216 building. **DO NOT** park in the lot directly across the street from the MEA. This lot belongs to First National Bank and your vehicle will be towed. Overflow parking is located behind the 1216 building in the church lot or in the MESSA building lot at 1475 Kendale Blvd.





Michigan ESP Center for Professional Learning ESP Certificate Program

PROCEDURES FOR RECEIVING MECPL CREDIT

If you would like to receive MECPL credit for attending approved sessions at the 2022 MEA ESP Conference, here are a few things you will need to do.

TIMING IS CRITICAL – The MECPL program requires that you attend each approved session for the full amount of time allotted. This means you must be on time and not leave the session early.

SIGNATURES ARE REQUIRED – You will receive a MECPL attendance form in the registration packet you pick up at the MEA registration desk. Ask the presenter or facilitator to sign your form at the end of each approved session that you attend. These signatures must be obtained **BEFORE LEAVING** the session.

Return your completed form to the registration area at the end of the conference or before you leave the conference. The forms will no longer be accepted via U.S. Mail after the conference.

ESP CERTIFICATE PROGRAM ELIGIBLE SESSIONS

The sessions listed below have been certified as part of the ESP Certificate Program.

CORE – LEGAL/ETHICAL

- 305 Social Media Tips for Your Members
- 403 Hot Topics: A Legal Update
- 503 Navigating the Laws for the Administration of Medication
- 604 FMLA, ADA, and LEAVES

CORE – COMMUNICATION

- 103 Let's Communicate – Building Connections with Your Members
- 303 Raise Your Voice – Storytelling to Make Our Message Heard
- 305 Social Media Tips for Your Members
- 501-601 True Colors

ELECTIVE – MEDICAL/HEALTH

- 503 Navigating the Laws for the Administration of Medication

ELECTIVE – CULTURAL DIVERSITY/EQUITY

- 301 Helping Students Feel “Safer” – The DEI Journey

ELECTIVE – OTHER (SPECIALIZED)

- 701-707 ESP Classification Forums

If you have any questions about the MECPL program or what is required of you, please call 517-333-6262.

PLEASE NOTE: ALL ESP CERTIFICATION FORMS MUST BE TURNED IN BEFORE LEAVING THE CONFERENCE.

ESP Conference Session Listings

Friday	1:30 - 2:45 p.m.		3:00 - 4:15 p.m.		4:30 - 5:45 p.m.
101	Unionism in Challenging Times	201	Unionism in Challenging Times	301	Helping Students Feel "Safer" – The DEI Journey!
102	Membership Processing for Local Leaders	202-302	Building Better Relationships at the Bargaining Table and Beyond		
103	Let's Communicate – Building Connections with your Members	203	Education Support Professionals and the 2022 Election	303	Raise Your Voice – Storytelling to Make Our Message Heard
104-204	ESP Educational Tour: "Knowledge has Value"			304	MEA Member Benefits – The Fun Stuff!
105	MESSA Building Tour	205	MESSA Building Tour	305	Social Media Tips for your Members

Saturday	8:30-10:00 a.m.		10:15 a.m.-11:45 a.m.		1:30-3:00 p.m.
401	Build it and they will Come! Building a Successful Member Engagement Event	501-601	True Colors		
402	Treasurers Workshop	502-602	Member Engagement Craft-Making		
403	Hot Topics: A Legal Update	503	Navigating the Laws for the Administration of Medication	603	MESSA Insurance 101
404-504	Bargaining Basics: Focus on ESP			604	FMLA, ADA and LEAVES
405-505	The Story of Self, Us and Now				

Saturday	3:15-4:00 p.m.
701	Paraprofessional/Aides Forum
702	Media/Technical Services Forum
703	Transportation Forum
704	Secretarial/Clerical Forum
705	Food Service Forum
706	Higher Education Forum
707	Custodial/Maintenance Forum

2022 ESP Conference Sessions

GENERAL SESSION – FRIDAY 12:30 P.M.

GENERAL SESSION

12:30 – 1:15 p.m.

Meet the MEA leadership and get an update on the state of the organization. Be introduced to your ESP Caucus Executive Board and hear their plans for the future for Education Support Professionals.

100 SESSIONS – FRIDAY 1:30 P.M.

101 – UNIONISM DURING CHALLENGING TIMES **NEW!**

1:30 – 2:45 p.m.

Repeats as session 201

This moment in history presents unique challenges to union leaders and activists. This session will walk participants through the history that brings us to today and how our past informs our present and our future. Strategies to engage and empower locals and their members will be shared as well as ways to instill union pride. The goal is that participants will leave this session feeling informed, empowered, and energized.

Presenters: Paula Herbart, MEA President
Liza Parkinson, MEA Anti-Privatization
Organizing Consultant
Annette Christiansen, MEA UniServ
Consultant-Professional Issues Organizer

102 – MEMBERSHIP PROCESSING FOR LOCAL LEADERS

1:30 – 2:45 p.m.

Want to learn more about membership processing? What do “IBL” and “LBL” mean? This session is designed to cover topics related to membership processing including how MEA calculates dues and how your role as a local leader makes all the difference in getting things right regarding your unit’s membership records.

WANTED: Local Officers & Local Membership Chairs (LMC’s) – rookies and veterans! We’ll cover what it means to be a member in good standing and billing questions. You’ll also have the opportunity to access the Leader Portal site to see what membership reports are available to assist you as a local leader.

Presenters: Cynthia McCurtis, MEA Membership
Supervisor
Melissa Kale, MEA Business Analyst

103 – LET’S COMMUNICATE – BUILDING CONNECTIONS WITH YOUR MEMBERS **NEW!**



1:30 – 2:45 p.m.

This session is about establishing communication links to your members and potential members. We will discuss setting up an email database, types of communications that are important to your members, identifying members versus potential members, and understanding communications to the various member ‘groups’ within your association. You will learn how to establish a personal email for use in communications from your association, how to create email lists for easier email correspondence, and tools to capture and/or create personal emails for your association members. We will talk about what is important to communicate to your members and potential members and provide some sample emails and newsletters for you to use. Let’s get talking and empower your members’ voices!

Presenters: Mike McGee, MEA UniServ Director
Mary Bogue, MEA Temp. UniServ Director

104-204 – ESP EDUCATIONAL TOUR: “KNOWLEDGE HAS VALUE” **NEW!**

1:30 – 4:15 p.m.

NOTE: This is a 2-hour session which continues into the 200 series. Participants signing up for this session must attend the entire time.

After concluding our 2018-19 ESP Listening Tour, we launched our 2019-20 ESP Educational Tour: Knowledge Has Value, and now we are currently on the 2021-22 ESP Listening and Learning Tour. This session will combine a portion of our Listening Tour where we listen to the real-time issues and concerns from ESP members followed by various topics of training guided by the listening portion of the session.

Presenters: Bruce Jordan, MEA UniServ Director
Eric Kennedy, MEA UniServ Director
Chris Dusich, MEA UniServ Director

105 – MESSA BUILDING TOUR **NEW!**

1:30 – 2:45 p.m.

Limited to 25 participants

Repeats as session 205.

MESSA is known for providing the exceptional health benefits and unmatched personal service you deserve, but have you ever wondered who's behind all of that? Come take a behind-the-scenes peek at the people and systems in place to make sure you get the best health coverage and service. We can't wait to see you.

Presenter: Joan Narodowicz, MESSA Administrative Specialist

200 SESSIONS – FRIDAY 3 P.M.

201 - UNIONISM DURING CHALLENGING TIMES **NEW!**

3 – 4:15 p.m.

Repeat of session 101

Presenters: Paula Herbart, MEA President
Liza Parkinson, MEA Anti-Privatization Organizing Consultant
Annette Christiansen, MEA UniServ Consultant-Professional Issues Organizer

202-302 – BUILDING BETTER RELATIONSHIPS AT THE BARGAINING TABLE AND BEYOND **NEW!**

3 – 5:45 p.m.

NOTE: This is a 2-hour session which continues into the 200 series. Participants signing up for this session must attend the entire time.

Emotional intelligence and interpersonal communication are oftentimes just as important as knowing budgetary facts and figures. In this session, attendees will learn of different strategies and techniques for interacting with individuals on both sides of the bargaining table.

Presenters: Eric Kennedy, MEA UniServ Director
Troy Beasley, MEA UniServ Director
Lori Hudson, MEA UniServ Director
Bill Milligan, MEA UniServ Director

203 - EDUCATION SUPPORT PROFESSIONALS AND THE 2022 ELECTION **NEW!**

3 – 4:15 p.m.

Public school employees have an important role in elections because their working conditions are decided by elected officials from school board on up to state legislature. Learn about MEA's 2022 election priorities and how education support professionals can get involved in supporting pro-public education candidates.

Presenters: Doug Pratt, MEA Public Affairs Director
Jessica Lumbreras, MEA UniServ Consultant/Member-Political Organizer

205 – MESSA BUILDING TOUR **NEW!**

3 – 4:15 p.m.

Repeat of session 105

Limited to 25 participants

Presenter: Joan Narodowicz, MESSA Administrative Specialist

300 SESSIONS – FRIDAY 4:30 P.M.

301 - HELPING STUDENTS FEEL “SAFER” – THE DEI JOURNEY

NEW!



4:30 – 5:45 p.m.

Education Support Professionals play a critical role in assisting OUR students in feeling included, feeling seen, feeling a sense of belonging and feeling “safer.” (This is true of our students’ families and our colleagues, too.) In service to our students, join us for an interactive session designed to build our awareness, knowledge and skills around diversity, equity and inclusion.

Presenters: Dr. Brandy Lovelady Mitchell, MEA Director of Diversity, Equity and Inclusion
Serita Lovelady Little, Kentwood Secretary

303 - RAISE YOUR VOICE – STORYTELLING TO MAKE OUR MESSAGE HEARD



4:30 – 5:45 p.m.

Without a compelling story, facts and figures don’t change minds. That’s why it’s essential that frontline school employees – who benefit from strong public trust – share their first person experiences as part of advocating for what students and educators need. Learn how to make your voice heard as a Champion for Education, including training on messaging, preparation, tactics and more.

Presenters: Doug Pratt, MEA Public Affairs Director
Brenda Ortega, MEA Voice Editor

304 - MEA MEMBER BENEFITS – THE FUN STUFF!

4:30 – 5:45 p.m.

Join us for a lively discussion about all the great member benefits you should be using. We will look at ways to save money by maximizing your MEA Membership through MEA Deals, NEA Member Benefits, and all the wonderful programs and services offered by MEA Financial Services.

Presenters: Jason Diotte, MEA Financial Services Field Services Manager
Amy Lothschutz, MEA Financial Services Senior Manager, Insurance Products

305 – SOCIAL MEDIA TIPS FOR YOUR MEMBERS

NEW!



4:30 – 5:45 p.m.

In this age of Facebook, SnapChat, Instagram, Twitter, email, and cell phones, our actions can reach a much wider audience than intended! Join us for an overview of the interaction between electronic communications, the First Amendment, and your employment!

Presenter: Michelle Pollok, MEA Staff Attorney/
Arbitration Specialist

400 SESSIONS – SATURDAY 8:30 A.M.

401 - BUILD IT AND THEY WILL COME! BUILDING A SUCCESSFUL MEMBER ENGAGEMENT EVENT

NEW!

8:30 – 10 a.m.

Participants will learn how the Orchard View ESP unit does their highly successful annual member engagement activity by witnessing it first-hand. Participants will get tips on how their local can also have a successful member engagement activity as well as learn how to overcome some of the barriers to a successful member engagement event such as funding and attendance. Come ready to have fun!

Presenters: Keith Sauter, MEA UniServ Director
Brenda Brewer, Orchard View ESP
Kelly Ryan, Orchard View ESP

402 - TREASURERS’ WORKSHOP

8:30 – 10 a.m.

Plan to attend this session if you’re a first-time treasurer or would like a refresher on bookkeeping, budgeting, financial reporting and the importance of internal controls.

Presenters: Brett Smith, MEA Secretary/Treasurer
Kelly Cline, MEA Controller

403 – HOT TOPICS: A LEGAL UPDATE



8:30 – 10 a.m.

Public education and public employees have been under attack at the state and federal level. Believe it or not, things are looking up. This session will review new and continuing laws, litigation and issues that affect public employment in education.

Presenter: Lisa Harrison, MEA General Counsel

404-504 – BARGAINING BASICS: FOCUS ON ESP NEW!

8:30 – 11:45 a.m.

NOTE: This is a 3-hour session and continues into the 500 series. Participants signing up for this session must attend the entire time.

This day session will encompass all bargaining basic information. It will focus on bargaining for ESP groups. Topics covered will include bargaining team basics, strategies and styles, planning for bargaining, requesting and analyzing unit & district economic information, collecting non-economic information, legal aspects of bargaining, mediation, fact-finding, and impasse. A small group bargaining simulation will also be a part of the day training

Presenters: Terese Fitzpatrick, MEA UniServ Director
Kim Abel, MEA UniServ Director
John Creasey, MEA UniServ Director

405-505 – THE STORY OF SELF, US, & NOW: IMPACTFUL ORGANIZING

8:30 – 11:45 a.m.

NOTE: This is a 3-hour session and continues into the 500 series. Participants signing up for this session must attend the entire time.

This session will help participants develop skills in having impactful organizing conversations with their members and enhance their ability to move members to action.

Presenters: Dorian Prier, MEA UniServ Director
Lou Vidmar, MEA UniServ Director
Bryant Warren, MEA UniServ Director

500 SESSIONS – SATURDAY 10:15 A.M.

501-601 – TRUE COLORS



10:15 a.m. – 3 p.m.

NOTE: This is a 3-hour session which continues into the 600 series. Participants signing up for this session must attend the entire time.

Is your leadership team a team? Do you spend too much time trying to resolve internal disputes? True Colors teaches basic personality types and how they interact. This hands-on workshop will change the way you see yourself and others AND provide tips for getting the most out of your members.

Presenter: Maureen McCallister, MEA UniServ Director

502-602 – MEMBER ENGAGEMENT CRAFT-MAKING NEW!

10:15 a.m. – 3 p.m.

NOTE: This is a 3-hour session which continues into the 600 series. Participants signing up for this session must attend the entire time.

Participants will learn how to make a variety of crafts for member engagement activities for their locals including: coasters, decorated glass plates, glass etching, as well as deco mesh tree and wreath making. The second portion of this session is hands-on with all participants making a deco mesh wreath to take home. All materials for the wreath will be provided in this session.

Presenters: Chris Dusich, MEA UniServ Director
Stephanie Hanosh, MEA Field Membership Assistant
Kelly Powers, MEA UniServ Director

503 – NAVIGATING THE LAWS FOR THE ADMINISTRATION OF MEDICATION



10:15 – 11:45 a.m.

This session will provide attendees with an overview of the State and Federal laws related to the administration of medication and provide guidance on spotting problem areas, and recommendations for a bargaining strategy to provide protections for members who are required to administer medications to students.

Presenters: Lisa Harrison, MEA General Counsel
Anita Szczepanski, MEA Staff Attorney/
Arbitration Specialist

600 SESSIONS – SATURDAY 1:30 P.M.

603 - MESSA INSURANCE 101

1:30 – 3 p.m.

You don't need to be an insurance expert, but you do need to understand the brass tacks to get the best contract possible for your members. Attendees will learn the basics of medical, dental, vision, life and LTD insurance, and walk away with the knowledge to bargain great group coverage.

Presenters: Tim Heim, MESSA Field Representative
Kirk Ozanich, MESSA Field Representative

604 – FMLA, ADA, AND LEAVES

1:30 – 3 p.m.

This session shall cover the basics of the Family Medical Leave Act (FMLA), the American with Disabilities Act (ADA), and their interaction (or lack thereof) with contractual provisions. We will also provide tips on contract language that may be useful in relation to the FMLA, ADA and leaves.

Presenters: Michelle Pollok, MEA Staff Attorney/
Arbitration Specialist
Anita Szczepanski, MEA UniServ Director

700 SESSIONS – SATURDAY 3:15 P.M.

ESP CLASSIFICATION FORUMS

3:15 – 4 p.m.

Each classification will have at least one ESP Caucus Director in attendance to facilitate an open forum discussion around any topic related to the duties, responsibilities and any other items presented for discussion. Please select the classification you want to attend from below:

SESSION 701 - PARAPROFESSIONAL/AIDES

SESSION 702 - MEDIA/TECHNICAL SERVICES

SESSION 703 – TRANSPORTATION

SESSION 704 - SECRETARIAL/CLERICAL

SESSION 705 - FOOD SERVICE

SESSION 706 - HIGHER EDUCATION

SESSION 707 - CUSTODIAL/MAINTENANCE



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The mission of the MEA is to protect, advocate and advance the rights of all education professionals to promote quality public education for all students.

