

President

The President shall be elected in even years and serve a term of two years beginning June 1st of the year elected and ending on May 31st of the second year. The President will further serve as an ex-officio member of the Executive Board for one additional year as needed.

Duties of the President include, but are not limited to:

Preside over all meetings of the association
Chair the Executive Board
Represent PLSEA before any association functions
Be a spokesperson for the association through various outlets (social media, newspaper, union newsletter, etc...)
Serve as needed on Education Minnesota committees and councils
Attend training and conferences as needed
Recommend the chairpersons of committees and instruct them in their responsibilities.
Serve as an ex-officio member of all association committees
Co-sign checks
Chair the Unification Committee
Attend School Board Meetings (regular and study sessions)
Plan Leadership and General Membership Meetings
Serve on the Lines of Communication Committee
Serve on Meet and Confer
Serve on Insurance Committee
Serve on QComp Oversight Committee
Stipend: \$5000 and .4 release time for secondary, \$12,000, 2 hours per week release time, ½ time paraprofessional for classroom support for elementary

Name:

School:

Grade Level/Subject:

Number of Years in the District:

We would like to provide our members with information about you. Please tell us who you are and why you are interested in becoming president. (This bio will be re-printed, word-for-word, and provided to our membership.)

Co-Vice President/Co-Member Rights Chairperson

The Co-VP/Member Rights Chairpeople shall be elected in odd years (following 06-07) and serve a term of two years beginning June 1st of the year elected and ending on May 31st of the second year. The membership will elect 2 Co Vice Presidents.

Duties of the Co-VP/Member Rights Chairperson include, but are not limited to:

Assume the duties of the President when necessary
Co-Chair the Member Rights Committee
Keep minutes of meetings and records of Member Rights issues
Plan leadership and general membership meetings
Chair Elections
Serve on the Lines of Communication committee
Serve on Meet and Confer
Attend Education Minnesota conferences and trainings
Provide professional development for member rights committee
Represent PLSEA at local functions
Contribute to PLSEA newsletter and social media efforts
Serve on QComp Oversight Committee
Stipend: \$5200

Name:

School:

Grade Level/Subject:

Number of Years in the District:

We would like to provide our members with information about you. Please tell us who you are and why you are interested in becoming vice president. (This bio will be re-printed, word-for-word, and provided to our membership.)

Treasurer

The Treasurer shall be elected in odd years (following 06-07) and serve a term of two years beginning June 1st of the year elected and ending on May 31st of the second year.

Duties include, but are not limited to:

Keep accurate and complete records of all monies and financial transactions of the association

Deposit all monies and co-sign all checks issued by the association

Prepare an annual budget

Prepare mid-year and end of the year reports

Arrange for a yearly audit

Keep accurate accounts of all receipts and disbursements

Pay dues to Education Minnesota

Prepare and submit yearly taxes

Attend Education Minnesota conferences and trainings

Represent PLSEA at local functions

Stipend: \$2600

Name:

School:

Grade Level/Subject:

Number of Years in the District:

We would like to provide our members with information about you. Please tell us who you are and why you are interested in becoming treasurer. (This bio will be re-printed, word-for-word, and provided to our membership.)

Communications Coordinator

The Communications Coordinator shall be elected in even years and serve a term of two years beginning June 1st of the year elected and ending on May 31st of the second year.

Duties include, but are not limited to:

Keep and maintain minutes of Executive Board meetings and all actions of the association

Submit minutes of the Executive Board to membership

Maintain the PLSEA webpage

Send out meeting notices and communications to members from the President

Attend Education Minnesota conferences and trainings

Represent PLSEA at local functions

Stipend: \$1950

Name:

School:

Grade Level/Subject:

Number of Years in the District:

We would like to provide our members with information about you. Please tell us who you are and why you are interested in becoming communications coordinator. (This bio will be re-printed, word-for-word, and provided to our membership.)

Executive Board (Revised Aug 2021)

Building Representatives shall be elected in staggered years (depending on building) and serve a term of two years beginning June 1st of the year elected and ending on May 31st of the second year.

Duties include, but are not limited to:

Attend all executive board meetings

Facilitate 10 minute building meeting once a month

Attend PLSEA events throughout the school year

Have face to face conversations with members throughout the school year

Build a working relationship with your building administrator

Participate in Education Minnesota events, conferences and trainings

Know and understand the PLSEA collective bargaining agreement

Conduct elections for PLSEA positions

Support PLSEA goals and mission

Help recruit members for open PLSEA positions

Stipend: \$595

Member Rights (Revised August 2021)

The Member Rights committee shall consist of the Vice President (Chairperson), and a building representative from each building.

Duties include, but are not limited to:

Attend all member rights meetings

Communicate with Member Rights Chair and Exec.Board Members

Have thorough knowledge of the PLSEA collective bargaining agreement and serve as an initial contact for contractual issues and questions

Attend member rights I and member rights II training

Understand and initiate the grievance process under the direction of the Member Rights Chair

Serve as a PLSEA representative in personnel matters

Build a working relationship with building administrator

Communicate with executive board rep and help with 10 minute meetings (monthly)

Have face to face conversations with members throughout the school year

Attend PLSEA events throughout the school year

Support PLSEA goals and mission

Stipend: \$595