2018 Great Lakes Union Leadership Institute

NATIONAL CHALLENGES, LOCAL SOLUTIONS

LAKE LAWN RESORT
DELAVAL, WISCONSIN
JUNE 24 – 28, 2018

CO-SPONSORED BY THE ILLINOIS FEDERATION OF TEACHERS AND THE LEADERSHIP, EDUCATION AND DEVELOPMENT (LEAD) PROGRAM OF THE AMERICAN FEDERATION OF TEACHERS
Our Mission

The American Federation of Teachers is a union of professionals that champions fairness; democracy; economic opportunity; and high-quality public education, healthcare and public services for our students, their families and our communities. We are committed to advancing these principles through community engagement, organizing, collective bargaining and political activism, and especially through the work our members do.
The 2018 Great Lakes Union Leadership Institute, which will be held June 24-28, 2018, at Lake Lawn Resort, Delavan, Wis., is a four-day training and leadership development program. It is co-sponsored by the Illinois Federation of Teachers and the Leadership, Education and Development (LEAD) Program of the American Federation of Teachers. The courses are designed to enhance local capacity for all AFT constituency groups (AFT Teachers, AFT PSRP, AFT Higher Education, AFT Public Employees, and AFT Nurses and Health Professionals). The purpose of Great Lakes ULI is to provide hands-on learning of union skills, to further acquaint you with the AFT and our issues, and to give you a chance to exchange information with your union brothers and sisters in a relaxed, casual setting with wonderful resort amenities. The program is open to any AFT member but is designed with the needs of the Great Lakes region in mind.
General Information

LOCATION
Lake Lawn Resort
2400 E. Geneva St.
Delavan, WI 53115
800/338-5253

Lake Lawn Resort is 75 miles from downtown Chicago and 45 miles from Milwaukee, on the shores of Delavan Lake. Lake Lawn Resort is one mile east of the Delavan exit off Interstate 43 on Highway 50, and 10 miles west of Lake Geneva, Wis.

DIRECTIONS
From Chicago and O’Hare International Airport:
• Take I-294 onto I-94 North (toward Milwaukee).
• Exit Highway 50 West (Kenosha, Wis.)
• Continue on Highway 50 West through Lake Geneva.
• Lake Lawn Resort is about 10 miles west of Lake Geneva, on Highway 50 (Geneva Street).
• Lake Lawn will be on your left.

From Midway Airport:
• Take Cicero Avenue North to I-290 West (Eisenhower Expressway) to I-294 North, toward Wisconsin.
• Continue on I-294 North to I-94 North into Wisconsin.
• Exit Highway 50 West (Kenosha) and continue west through Lake Geneva.
• Lake Lawn Resort is 10 miles west of Lake Geneva on Highway 50 (Geneva Street).
• Lake Lawn will be on your left.

From Milwaukee and Mitchell International Airport:
• Take I-94 North (toward Milwaukee) from Mitchell Airport to I-894 West to I-43 South (toward Beloit).
• Continue on I-43 South to Exit 21 (Highway 50 East-Delavan).
• Exit, turn left onto Highway 50.
• Lake Lawn will be about ½ mile on the right.

TRANSPORTATION
Reservations are required.

Go Riteway:
A prompt door-to-door transportation service, linking Milwaukee’s General Mitchell Airport and Chicago’s O’Hare and Midway airports with all of southeastern Wisconsin. Service area includes homes, hotels and businesses. Call 800-236-5450, 414-769-2444 or visit www.goriteway.com for reservations and additional information.

SCHEDULE
The program will begin with registration on Sunday, June 24, from 3 p.m. to 5:30 p.m. Work sessions will begin on Sunday evening and conclude on Thursday, June 28, at noon. Monday through Wednesday sessions will begin at 8:30 a.m. and conclude at 4:30 p.m. Some classes may require additional preparation time on site.

WEATHER AND DRESS
Outside temperatures may range from 60 to 85 degrees (the average temperature in June is 79 degrees). Dress is casual. Fluctuating air-conditioning temperatures in conference rooms may require additional or warmer clothing.
REGISTRATION RATES

Registration rates cover lodging, a reception on Monday, two dinners, four breakfasts, four lunches and coffee breaks throughout the week.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Commuter rate:</td>
<td>$300 per person</td>
</tr>
<tr>
<td>Single Occupancy:</td>
<td>$880 per person</td>
</tr>
<tr>
<td>Double Occupancy:</td>
<td>$590 per person</td>
</tr>
</tbody>
</table>

MEALS

Meals are for participants only. Guests may attend the Sunday night dinner and Wednesday barbecue with notification and payment during on-site registration.

COURSE MATERIALS

Some courses may require you to bring your local’s constitution and contract to class. You will receive notification prior to the conference in the registration confirmation letter.

REGISTRATION, DEADLINES AND COURSE CANCELLATION POLICIES

- Only one person per registration form, please. To register additional people, copy the form or request additional brochures by calling Benita Twillie, Illinois Federation of Teachers, at 630-468-4080, ext. 4066.

- Enrollment is limited and varies from one course to another.

- The earlier you submit the completed conference registration form and payment, the more likely you are to receive your first-choice course.

- We strive to place you in your first-choice course. Course availability is not guaranteed. When completing your registration form, please indicate a second and third choice for your course of study in the event that your first choice is canceled. If your first-choice course is not available or is filled, and you have not indicated a second or third choice, your registration will be fully refunded.

- You will receive a confirmation notice and other information at least one week prior to the program.

PLEASE NOTE!

Final registration deadline is Friday, May 18.
No refunds for cancellations received after June 5.
Choosing the course that is right for you!

YOUR TIME IS PRECIOUS, so picking the right course is essential. To assist you in your selection, we have clustered the courses by subject. In addition, we have indicated a target audience for each course, based on participants’ union role and level of union experience in the subject. The experience levels are basic, intermediate and advanced. We encourage you to contact your state leadership or AFT/ULI (800-238-1133, ext. 6323) to discuss your particular needs and placement.

- Union Leadership Skills
- Effective Grievance Administration I
- Introduction to Negotiations and Contract Campaigns
- The Union Solution to Stress and Trauma at Our Worksites
UNION LEADERSHIP SKILLS

Target Audience
This course is intended for newly elected or appointed leaders, stewards, prospective leaders and newer staff from all AFT constituency groups.

Why Take It?
Being a leader in today’s difficult economic and political environment is especially challenging. This program helps you to develop the leadership skills and knowledge you need to support your local in successfully managing these difficult times.

Key Objectives
- Identify your own leadership style;
- Understand specific constructive and destructive leadership behaviors;
- Improve your effectiveness in empowering and inspiring others; and
- Have fun in the leadership role.

Approach
This course involves highly interactive discussion using small-group and individual exercises, and minimal direct presentation.

EFFECTIVE GRIEVANCE ADMINISTRATION I

Target Audience
This course is intended for stewards, local grievance committee chairs, and local or state staff with responsibility for contract enforcement.

Why Take It?
You do not need to be an attorney to enforce your local contract and protect your members’ rights. This course will help you master grievance procedures and become confident in your abilities to represent your members, from investigation through preparation for arbitration.

Key Objectives
- Identify criteria for separating gripes from grievances;
- Practice grievance investigation skills;
- Identify what should be written on a grievance form;
- Determine “just cause” and discipline-related grievances;
- Identify and address past practice grievances;
- Develop grievance investigation and witness preparation skills; and
- Present and argue a grievance before management and educate and represent grievant.

Approach
This course is highly interactive, using case studies, extensive discussion, individual practice and full simulation of arbitration by all participants.

NOTE:
You will need a copy of your local’s constitution and your contract for this course.

A laptop for classwork is recommended.
INTRODUCTION TO NEGOTIATIONS AND CONTRACT CAMPAIGNS

Target Audience
This course is open only to those with no experience or who are involved in their first bargaining situation.

Why Take It?
If you want to understand why and how bargaining works from start to finish, this program is for you. Learning by doing is this course’s key feature, an approach that prepares you to be a full player in the bargaining process, from developing initial proposals and selecting the team to reaching a settlement.

Key Objectives
- Use surveys and past grievances to generate bargaining proposals;
- Cost out proposals;
- Identify and act appropriately during the different stages of bargaining;
- Write bargaining proposals;
- Put together a team and work like one; and
- Develop a strategy to get a deal.

Approach
This course uses discussions, small-group exercises and direct presentation.

NOTE:
This course requires additional work outside of class. You will need a copy of your local’s constitution and your contract for this course.

A calculator and laptop for classwork are recommended.

THE UNION SOLUTION TO STRESS AND TRAUMA AT OUR WORKSITES

Target Audience
This course is intended to prepare small teams of two to four preK-12 school faculty and/or staff, including teachers, school health professionals, paraprofessionals and other support staff to become trainers in the national Changing Minds institute, as well as to learn complementary labor-management levers for trauma-informed policy change.

Why Take It?
Today’s children face many adverse childhood experiences — violence, abuse, neglect, loss and more. The resulting trauma interrupts healthy development and can impact brains, bodies and behaviors. This course investigates the impact of trauma on children and adults, then pivots to explore trauma-informed strategies for supporting children and workers.

Key Objectives
- Develop content expertise in childhood trauma and pathways to healthy childhood development;
- Examine the cultural context of violence and trauma in your local community;
- Explore new strategies for self-care to mitigate secondary trauma and burnout; and
- Learn how to build a trauma-informed environment, with lessons from other AFT affiliates.

Approach
This course often calls on trainer candidates to be emotionally open and vulnerable. Facilitators use case studies, discussion, guided practice, diverse media and more to keep participants deeply engaged and interacting to develop strategies for healing.

NOTE:
We recommend bringing a copy of your local contract, as well as documentation of your district’s approach to discipline, special education, racial equity, school climate and other potentially related initiatives.

Participating locals are expected to send at least two trainer candidates. These individuals should try to meet at least once in advance of the summer session. Finally, participating trainer teams are expected to deliver at least one (60-minute minimum) professional development session for colleagues on course content in the following school year.
# Tentative Agenda

## Sunday, June 24

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 p.m. – 5:30 p.m.</td>
<td>Program registration</td>
</tr>
<tr>
<td>4 p.m.</td>
<td>Hotel check-in</td>
</tr>
<tr>
<td>5:30 p.m. – 7 p.m. *</td>
<td>Dinner and program orientation</td>
</tr>
<tr>
<td>7 p.m. – 8:30 p.m.</td>
<td>Classes</td>
</tr>
<tr>
<td>8:30 p.m. – 10 p.m.</td>
<td>Reception</td>
</tr>
</tbody>
</table>

## Monday, June 25 – Wednesday, June 27

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m. – 8:30 a.m.</td>
<td>Breakfast</td>
</tr>
<tr>
<td>8:30 a.m. – 10:15 a.m.</td>
<td>Classes</td>
</tr>
<tr>
<td>10:15 a.m. – 10:30 a.m.</td>
<td>Break</td>
</tr>
<tr>
<td>10:30 a.m. – 12:30 p.m.</td>
<td>Classes</td>
</tr>
<tr>
<td>12:30 p.m. – 1:30 p.m.</td>
<td>Lunch</td>
</tr>
<tr>
<td>1:30 p.m. – 2:45 p.m.</td>
<td>Classes</td>
</tr>
<tr>
<td>2:45 p.m. – 3 p.m.</td>
<td>Break</td>
</tr>
<tr>
<td>3 p.m. – 4:30 p.m.</td>
<td>Classes</td>
</tr>
<tr>
<td>6 p.m. – 8 p.m. *</td>
<td>Dinner and reception (Wednesday only)</td>
</tr>
</tbody>
</table>

## Thursday, June 28

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m. – 9 a.m.</td>
<td>Breakfast</td>
</tr>
<tr>
<td>9 a.m. – 10:30 a.m.</td>
<td>Classes</td>
</tr>
<tr>
<td>10:30 a.m. – 10:45 a.m.</td>
<td>Break</td>
</tr>
<tr>
<td>10:45 a.m. – noon</td>
<td>Classes</td>
</tr>
</tbody>
</table>

*Guest meal tickets for these events are available for sale at the registration desk.*
Don’t forget the ever popular, often imitated but never duplicated

ANNUAL ULI BARBECUE & RECEPTION
6 p.m. – 8 p.m.

MUSIC AND DANCE PARTY
8 p.m. – Midnight
Wednesday, June 27
Contacts

Great Lakes Regional State Federation Presidents and Leadership Education Affiliate Directors (LEADs)

Program
David Kammerer, AFT ........................................................... 800-238-1133, ext. 6323
Monique Redaux-Smith, IFT .............................................. 630-468-4080

Illinois
Dan Montgomery, president ................................................ 630-468-4080
Cathy Mannen, LEAD ............................................................ 630-468-4080

Indiana
Rick Muir, president.............................................................. 317-299-5395

Michigan
David Hecker, president ...................................................... 313-393-2200
David Dobbie, LEAD ............................................................. 313-393-2200

Minnesota
Denise Specht, president ...................................................... 800-652-9073
Sara Gjerdrum, LEAD ............................................................ 651-227-9541

Ohio
Melissa Cropper, president ................................................... 614-258-3240
Deborah Tully, LEAD ............................................................ 614-314-7905

Ohio Nurses Association
Daniel Kirkpatrick, president ............................................. 614-237-5414
Bob Cousins, LEAD ............................................................. 614-448-1028

West Virginia
Christine Campbell, president ............................................. 304-344-2679

Wisconsin
Kim Kohlhaas, president ....................................................... 608-662-1444

Wisconsin FNHP
Candice Owley, president .................................................. 414-475-6065
2018 Great Lakes Union Leadership Institute
REGISTRATION FORM

JUNE 24-28, 2018
LAKE LAWN RESORT
DELAVALAN, WIS.

Only one registrant per form, please. To register, complete this form and forward it along with the appropriate registration fee to Benita Twillie at the address on page 12.

Name: ___________________________________________________________________________________________________________

Position in Local: _________________________________________________________________________________________________

Local Name & Number: ____________________________________________________________________________________________

SPELLOUT FULL NAME OF LOCAL—NO ACRONYMS, PLEASE!

Home Address: ____________________________________________________________________________________________________

City: _____________________________________________________    State: _______________________    Zip:______________________

Daytime phone: (______)_________________________________    Mobile phone : (_____)___________________________________

E-mail address: _________________________________________         Fax: (_____)___________________________________________

FIRST TIME ATTENDEE:  ❑ YES    ❑ NO

CONSTITUENCY: Check one.
❑ AFT Teachers    ❑ AFT PSRP    ❑ AFT Higher Education    ❑ AFT Public Employees
❑ AFT Nurses and Health Professionals    ❑ State/Local Staff

PLEASE INDICATE T-SHIRT SIZE:
MEN’S    ❑ Small    ❑ Medium    ❑ Large    ❑ XLarge    ❑ XXLarge    ❑ XXXLarge

COURSE SELECTION
Indicate your first-choice selection for the full four days by placing a “1” on the line to the left of that course. If you would like to indicate a second or third choice in case your first choice is canceled or filled, then place a “2” and “3” on the line to the left of those courses. Course descriptions are also listed at www.ift-aft.org.

Please note: No changes in course selection will be honored after May 18.

_____   Union Leadership Skills
_____   Effective Grievance Administration I
_____   Introduction to Negotiations and Contract Campaigns
_____   The Union Solution to Stress and Trauma at Our Worksites

Local President Approval (signature). Desired, not required.

Continued on page 12
SPECIAL REQUIREMENTS
Do you require any special rooming accommodations?

❏ YES  ❏ NO

If YES, please indicate: ____________________________________________

______________________________________________________________

Do you have any dietary restrictions or other needs of which we should be aware?

❏ YES  ❏ NO

If YES, please indicate: ____________________________________________

______________________________________________________________

Americans with Disabilities Act
The American Federation of Teachers will confirm that accommodations at Lake Lawn Resort are in compliance with the Americans with Disabilities Act. If a conference participant anticipates a special need arising from a disability, the participant should contact Benita Twillie (630-468-4080, ext. 4066) by June 1. The AFT will make reasonable accommodations for any special needs to ensure that attendees may fully participate in the Union Leadership Institute activities. Early notice is necessary since some accommodations may require significant advance notice.

PAYMENT: Make check payable to Illinois Federation of Teachers.

❏ Commuter Rate ($300 per person)
❏ Single Occupancy ($880 per person)
❏ Double Occupancy ($590 per person)

If you have selected double occupancy, then select one below:*  

❏ Assign roommate to me:  ❏ Prefer female roommate  ❏ Prefer male roommate

❏ Sharing room with the following registrant: ________________________________

* no selection will result in a single room rate charge.

CREDIT CARD PURCHASE (You may charge your registration fee on VISA or MASTERCARD.)

$ __________________ Card Number: ________________________________________________

Cardholder’s Name (please print): ______________________________________________ Exp. ________ / _________

Cardholder’s Signature: __________________________________________________________

Cardholder’s Address (as it appears on credit card statement): ___________________________

City: ___________________________ State: ___________________ Zip: __________________

Please forward your completed form by May 18 along with appropriate registration fee to:

Benita Twillie
C/O Illinois Federation of Teachers
500 Oakmont Lane
Westmont, IL 60559
Phone: 630-468-4080
Fax: 630-468-4089
Email: btwillie@ift-aft.org

FOR IFT/AFT OFFICE USE. DATE RECEIVED: