

## Schedule

### Friday, Jan. 23, 2015

**6:00 pm** Winter School Check-in and Registration  
*Hors d'oeuvres*

**7:00 pm** Friday Night Program *(for all participants)*

### Saturday, Jan. 24, 2015

**8:00 am** Breakfast (included)

**9:30 am** Programs - Block 1

- Building Political Capacity in Your Local
- Data Collection
- Communications
- Financial Best Practices
- Worksite Leaders

**Noon** Lunch

**1:30 pm** Programs - Block 2

- Power mapping
- Writing a Resolution
- Elections
- Bargaining and Contract Campaigns
- Issues Organizing

**4:00 pm** Recess (dinner on your own)

### Sunday, Jan. 25, 2015

**7:30 am** Breakfast (included)

**9:00 am** Programs - Block 3

- Grievance 101
- Internal organizing
- Parliamentary Procedure
- Running a Meeting
- Bullying

**11:30 am** Wrap up

**Noon** Adjourn

### AFT-Oregon

aft, afl-cio  
10228 SW Capitol Hwy.  
Portland, OR 97219

**SPACE IS LIMITED:**  
Register today for  
Winter School



# AFT-Oregon 2015 Winter School

January 23-25, 2015 ■ Newport, Oregon



## Syllabus

### *(For all participants)* Friday Night Program: Building the strength of our unions

Our strength as a union comes from our people power.

There is a role for everyone, and each contribution makes us stronger! Join us in a night full of leader empowerment. We'll be building union strength through fun team building activities.

## Weekend courses

### Building Political Capacity in Your Local:

Learn how you can engage other members to encourage them to become activists for progressive education and labor.

### Power Mapping:

Learn how you can use power mapping techniques to influence workplace leaders and politicians to make positive changes for you and other education professionals.

### Data Collection, What to Collect and Why:

Strong data collection is the foundation for any kind of organizing. We have to know who are members are and how to contact them.

### Writing a Resolution:

Learn how to write a resolution, and the process for revisions.

### Grievance 101:

Learn basics steps to initiating formal and informal grievances.

### Elections:

Review labor law and AFT bylaws to help inform your local on correctly and democratically conducting officer elections.

### Running a Meeting:

Learn tips and tricks for encouraging participation and moving agenda items by running efficient meetings.

### Internal Organizing:

Simply signing a membership form is not enough—we need members to have power in the workplace. Find out ways to get your members active in the union.

### Parliamentary Procedure:

Roberts Rules has been a guide for holding meetings and conventions for more than century. Learn the basics of parliamentary procedure so you can better participate in decision making processes.

### Communications:

Twitter, Facebook, email, newsletters—no single method can reach our diverse members. Learn how you can design effective communication programs to reach all your members.

### Financial Best Practices:

An introduction to basic finance procedures and best practices for any local to keep your local in good standing.

### Worksite Leaders:

Learn how to build a strong network of worksite leaders who are necessary for successful contract campaigns and organizing efforts.

### Bargaining and Contract Campaigns:

Learn the basics of negotiating a contract, and for keeping your members involved in the negotiations process.

### Bullying:

Review a successful campaign to prevent bullying that involves members, fellow staff, school boards, and the community so you can help members in your workplace.

### Issues Organizing:

Find out about ways you and your fellow members can work together to improve workplace issues.

## General Information

### *Dates and location (Hotel DEADLINE is Dec. 23, 2014)*

Winter School 2015 is planned for January 23-25, at the **Hallmark Resort, 744 SW Elizabeth, Newport**. Participation is limited to the **first 70 registrants**.

### *Registration and fees:*

**Early registration DEADLINE is Dec. 23, 2014;**

**Regular registration DEADLINE is Jan.16, 2015**

Register online at **[www.aft-oregon.org](http://www.aft-oregon.org)**. Space will be filled according to the postmark date up to class limit. Additional or late registrations, in the order received, will be held on a waiting list in case of cancellations.

**Regular** registration is \$40. Early registration is available at \$30, but must be accompanied by payment and **received by Dec. 23, 2014**. The fee includes registration, materials, Friday night hors d'oeuvres, Saturday breakfast and lunch, and Sunday morning breakfast, and breaks. Room accommodations and other costs and expenses are the responsibility of the participants and their Locals.

**Cancellations prior to Jan. 16, will receive a 50% refund. No refund will be given for cancellations after Jan. 16, 2015.**

### Accommodations

Room reservations should be made **directly** with the hotel by calling 1-888-448-4449. (Because a deposit is required to guarantee reservations, AFT-Oregon cannot make room reservations for participants.)

Accommodations include the Traditional Guestroom (one Queen or two Double beds), \$96 per night; Single King Guestroom, \$96 per night (Deluxe Spa is \$119); Two Queen Guestroom, \$105 per night (Deluxe is \$114). A 10.5 percent lodging tax will be added to the room bill. All rooms are equipped with a coffee maker, TV, hair dryer, and snack-size refrigerator.

**Room availability is guaranteed until Dec. 23, 2014.** Hotel check-in time is 4 p.m. Check-out time is noon. Lodging, tax and incidentals are payable upon departure. Please advise the hotel and AFT-Oregon in advance of special needs.

**NOTE: For travel in winter check with the Oregon Highway Department for road conditions at 1-800-977-6368.**

**Register online by  
Dec. 23, 2014  
and save \$10 off registration!**

**[or.aft.org](http://or.aft.org) 971-888-5665  @AFTOregon**