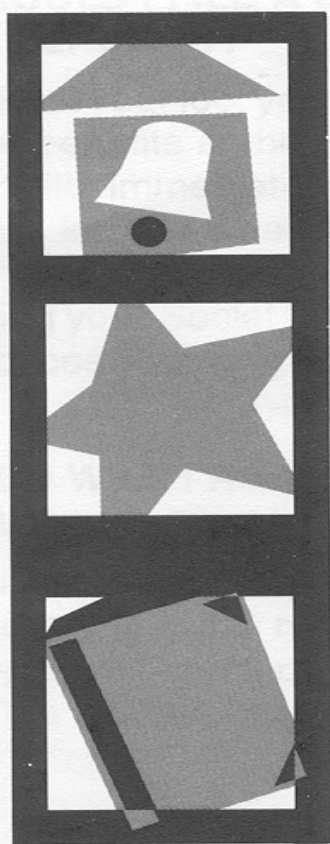


Unemployment, Layoff, Separation Information & Resources for Teachers - 2018



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Prepared and provided by:

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67 8th Avenue Northeast

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Fax: 612.529.0539

www.mft.59.org

2018



May 2018

Dear Minneapolis Teacher,

This can be a very difficult time of year. No matter how it is presented, not knowing what your employment situation will be in the fall is a painful and trying experience.

The Minneapolis Federation of Teachers has a number of resources available to help you. The enclosed packet provides a list of resources and contact information for organizations (page 12) that can also be of help.

Please know you do not have to go through this on your own. We are here for you.

If you have further questions after reading this packet, please contact one of our Business Agents:

Mike Leiter at mleiter@mft59.org (612) 287-0260, or
Bonita Jones at bjones@mft59.org (612) 287-0278, or
MFT Office: (612) 529-9621.

We value your commitment to the students of Minneapolis and hope the period of employment uncertainty is short. Thanks for all of your hard work and look forward to having you back in the MFT family soon.

Best Wishes,

Michelle Wiese,
President
Minneapolis Federation of Teachers
Local 59

First Things First

BE SURE THE DISTRICT AND MFT HAVE:

- [] YOUR MOST RECENT ADDRESS
- [] YOUR SUMMER ADDRESS
- [] CORRECT PHONE NUMBER(S)
- [] YOUR PREFERRED EMAIL ADDRESS

TO UPDATE YOUR INFORMATION:

MFT – Call/Email:

Main Ph: 612-529-9621

Devin Hogan dhogan@mft59.org x263

Christina Domeier cdomeier@mft59.org x261

MPS: 612-668-0500 HR or navigate to the District Employee Self Service portal to update your contact information there.

Employee Support Resources

FAQs and other resources to help cope with job loss are available on the staff IntraNet at: ***Departments*** → ***Human Resources*** → ***Layoff Information*** (See link in left column).

Probationary Teacher Nonrenewal/Separation

How do I know if my employment with the District is terminated?

Teachers on a regular/continuing contract will receive a certified letter notifying that their employment with the District is terminated. If this letter is not sent, employment continues. Please update your address via the ESS portal immediately if you changed your address since being hired and did not notify Human Resources of the new address.

Will I get my summer pay if I'm on 26 pay?

No. Your remaining pay will be provided to you, including summer deferrals, within 30 calendar days of your final workday on a paper check sent in the US Mail. (Note: The paper check will have the monies that normally would go to your main bank. If you had monies going to more than one

bank, make sure to check the second bank. Checks will usually arrive no later than Sunday, but contact Payroll (668-0420) if you have not seen the check over the weekend. Check ESS to make sure the District has your latest mailing address if you have moved recently.

How do I change my address, tax withholdings, and/or direct deposit information?

These all can be changed using the Employee Self Service (ESS) portal online. Your login ID and password for ESS is the same as your MPS email account.

What happens to my medical, dental, life insurance and/or Flexible Spending Account (Dependent Care or Health Care Account contributions)?

See Benefits section below.

I am in my third year – do I lose my tenure?

After completing three consecutive years you are tenured if you are rehired for your fourth year. If there is more than a 60 duty day break (not counting weekends, holidays, breaks) in service before being rehired, you are issued a new seniority number.

Do I get my tenure bonus?

If you qualify and are rehired for the following school year, then you will receive the bonus on the schedule that's setup for that year. Please contact the MFT if any questions.

If I get hired back, do I start over or keep my seniority?

If you are rehired, you will retain your seniority date and the years you accrued toward tenure if there is not break in service of 60 duty days (not counting weekends, holidays, breaks). Contact MFT if you have further questions.

Will I get unemployment?

See unemployment section in this packet.

Do unemployment benefits start in the summer or fall?

See Unemployment Compensation section.

Can I still teach summer school?

The District will first hire continuing staff. If the District is unable to fill summer school positions with continuing staff, you may be eligible to apply for consideration for summer school hire. There will be very few summer school programs this summer.

What if I am a Summer School Coordinator?

You cannot work as a Summer School Coordinator. If you have already worked hours outside your normal duty day in this capacity, talk to your principal about your eligibility for extended time pay for the extra hours already worked.

May I work for an Alternative Learning Center program this summer?

See the last two questions above.

May I get a variance or waiver and teach in a different area?

These are strictly up to the District to seek and would require an available vacancy after all current staff under contract have been accommodated. Contact HR or MDE for further information. MDE will only accept applications submitted after July 1st.

If I have another license, can I transfer into a position with that license?

No, you are not eligible for transfer unless you are under a contract. If you have a math, science, special education, ESL, or middle school license, you might be eligible for vacancies after the transfer process is completed. Please contact Human Resources (612-668-0500) to express your interest in using one of these licenses.

What criteria are used to re-hire teachers?

Teachers will be rehired by licensure area. Rehire of probationary teachers is at the discretion of the District and is not based on seniority.

May I continue to view my personal information through ESS?

No. MPS computer security access will be disconnected from the date of release and you will not have access to the following:

- ESS Portal (remuneration statements, W-4 changes, request for W-2, address changes, time entry, internal job posting and application)
- MPS email
- Computer login
- Any web applications that require email username and password such as eHelpdesk, online registration, etc.

Individuals who no longer have access to ESS and are in need of changing address, requesting

W-2's, etc. will need to submit their request in writing to:

*Minneapolis Public Schools / Payroll Dept.
1250 West Broadway Ave.
Minneapolis, MN 55411*

It is suggested this written request be hand-delivered or a certified letter sent.

May I continue to use my email address with Minneapolis Public Schools?

No. Your email account will be disabled upon the effective date of your separation. You may wish to share an alternate email address (i.e., Yahoo, MSN, Qwest) with MPS personnel for continued communication, in case a current supervisor wishes to contact you for future potential employment, etc.

Can I continue to apply for positions as they become available?

If eligible for re-employment, individuals interested in looking at job postings and applications will need to go through the process by accessing www.mpls.k12.mn.us - "Careers" - "Become a Teacher in MPS". You can search current job openings and apply only (requires creating an account).

Tenured Teacher Separations

How do I know if my employment with the District is discontinued?

You will receive a certified letter from the Board of Education notifying you if your employment with the District is discontinued. If this letter is not sent to you, your employment continues. Please update your address via the ESS portal immediately if you changed your address since being hired and did not notify Human Resources of the new address. Tenured teachers will be noticed later than probationary teachers.

If I get hired back, do I start over or keep my seniority?

You would retain your seniority if called back within the 2 year recall period.

What if I am recalled to a position and I don't get the letter because I am on vacation?

The District shall notify such teachers of the availability of a position by calling the teacher. If reached, you will have 24 hours from the time of being reached by phone to accept or decline the recall. If not reached, a certified letter will be

sent to your last known address and you will have seven (7) days from the postmark date to respond. Failure to respond by that date will terminate all rights to a position with Minneapolis Public Schools.

What if I am recalled to a position that I don't want to take?

All rights to recall terminate if you refuse to accept an offer of a comparable position or, the District may grant you a leave of absence at the time of recall. In this case, you retain your rights for the length of the leave.

How long do I have recall rights?

Rights of recall are terminated upon the earlier of: (a) failure to respond to an offer in time; (b) refusal of an offer of position; or (c) twenty-four (24) calendar months following the first duty day of the school year following discharge.

What criteria are used to recall teachers?

Tenured teachers will be called back for vacancies in seniority order by licensure area.

May I still teach summer school?

The District will first hire continuing staff. If the District is unable to fill summer school positions with continuing staff, you may be eligible to apply for consideration for summer school hire.

Will I get unemployment? Do the benefits start in summer or fall?

See "Unemployment Compensation" section.

Can I get a variance/waiver and teach in a different area?

These are strictly up to the District to seek and would require an available vacancy after all current staff under contract have been accommodated. Contact HR or MDE for further information. MDE will only accept applications submitted after July 1st.

If I have another license, may I transfer into a position with that license?

Once you have been discontinued, you are not eligible for transfer. You were subject to discontinuance because there were insufficient positions in your area(s) of licensure. If you have questions please contact Human Resources 612-668-0500. If you need union advice, please contact MFT to talk to a Business Agent.

What happens to my medical, dental, life insurance and/or Flexible Spending Account

(Dependent Care or Health Care Account contributions)?

See Benefits section below.

May I continue to use my email address with Minneapolis Public Schools?

No. Your email account will be disabled upon the effective date of your separation. You may wish to share an alternate email address that you have (i.e.: Yahoo, MSN, Qwest) with MPS personnel for continued communication, in case a current supervisor wishes to contact you for potential employment, etc.

May I continue to view my personal information through ESS?

No. MPS computer security access will be disconnected from the date of termination and you will not have access to the following:

- ESS Portal (remuneration statements, W-4 changes, request for W-2, address changes, time entry, internal job posting and application)
- MPS e-mail
- Computer login (Active Directory)
- Any web applications that require email username and password such as eHelpdesk, online registration, etc.

Individuals who no longer have access to ESS and are in need of changing address, requesting W-2's, etc. will need to submit their request in writing to:

*Minneapolis Public Schools / Payroll Dept.
1250 West Broadway Ave.
Minneapolis, MN 55411*

It is suggested this written request be hand-delivered or a certified letter sent.

May I continue to apply for positions as they become available?

If eligible for re-employment, individuals interested in looking at job postings and applications will need to go through the external process.

To navigate to the application webpage:

Go to: MPS Homepage www.mpls.k12.mn.us - Click "Careers"

Follow onscreen directions from there.

Note: There may not be any available position(s) at the time of application but positions can become available at any time.

Positions listed as “Always Open” are for candidate pools for specific job classifications.

The candidate pool is used to refer qualified applicants to the site/department with the open position.

Teacher Tenure Law Terminology

Probationary and tenured teacher layoff, tenure, and other rights fall under the Minnesota State Statute 122A.41. Go online to:

www.revisor.leg.state.mn.us, or search on the internet for “Minnesota statute 122A.41.”

Probationary period is defined as “the first three years of consecutive employment” during which “any annual contract with any teacher may, or may not ... be renewed.”

Layoff can occur due to “discontinuance of position or lack of pupils” under the statute and is related to programmatic changes or student population changes. This can affect probationary or tenured staff. This is **not** related to performance. Probationary teachers are eligible to apply for rehire. Tenured teachers are eligible for recall (2 years).

Non-renewal includes layoff and termination.

Reappointment means rehire after notice of layoff before the school year ends.

Reemployment occurs for the ensuing year, unless you are given “notice in writing before July 1 of the termination of such employment” under the statute.

Your Benefits

Employees completing the entire school year will have health, dental, and life insurance benefits coverage continued through August 31. After August 31st, benefits may be voluntarily extended and paid for by the employee for up to eighteen (18) months through COBRA. The monthly premium payment includes both the employee and the District cost.

Discovery Benefits, COBRA administrators, will notify employees in writing of their right to continue insurance benefits through COBRA, effective September 1, if laid off at the end of the prior school year.

Employees will have sixty calendar (60) days to sign up for COBRA – the date will be stated in the COBRA letter. Failure to submit the election form to Discovery Benefits within the sixty (60) day window identified on the election form will result in *not* being able to continue benefits through the District.

During the eighteen (18) months of COBRA coverage, employees are allowed to change from family to single or single to family during any open enrollment period or due to a qualifying event (major life change). Contact Benefits if you have questions.

If you are recalled or rehired to a benefits eligible position later than the beginning of the new school year, **you must enroll for benefits on-line through ESS within thirty (30) days of your start date. If you do not enroll within thirty (30) days, you will not be eligible to enroll for benefits until the next open enrollment period.**

The premium rates for 2018 plan year from **January 1 – December 31** are as follows:

HP Distinctions - Plan 1 Med. Sgl.	\$715.05/mo
HP Distinctions - Plan 1 Med. Fam.	\$1,845.66mo
HP Distinctions - Plan 2 Med. Sgl	\$659.78/mo
HP Distinctions - Plan 2 Med. Fam.	\$1,702.98/mo
HP Distinctions - Plan 3 Med. Sgl	\$618.72/mo
HP Distinctions - Plan 3 Med. Fam.	\$1,597.03/mo
Dental Single	\$25.37/mo
Dental Single Plus One	\$69.50/mo
Dental Family	\$112.37/mo
Vision Standard-Single	\$5.53/mo
Vision Standard-Family	\$15.00/mo
Vision Premier-Single	\$7.65/mo
Vision Premier-Family	\$21.08/mo

Note: Rates and plans available are subject to change on a plan year basis. Employees seeking may contact the following health care organizations to obtain information regarding individual insurance coverage options:

Medica	952-992-2900
Health Partners	952-883-5599
Blue Cross/Blue Shield	800-262-0823

Life Insurance: Life insurance premiums will be provided on the COBRA form.

Note: At the end of the eighteen (18) month COBRA period, employees may elect to convert to an individual policy directly through the life insurance carrier. Forms are available through the Employee Benefits Department.

Can I continue to be reimbursed the pre-tax dollars in my Flexible Spending Account (Dependent Care or Health Care accounts)?

Dependent Care Account participants can access their accounts through the **end of June**.

Health Care Account participants can access their accounts through the **end of August**.

Flexible Spending Account (FSA): If employees have not spent the monies set aside in a Flexible Spending Account (FSA) and want to be able to continue to have access to these monies for the remainder of the current calendar year, they may do so through COBRA. **Contact Benefits (612-668-0560) or Discovery Benefits with any further questions when you receive your COBRA letter.**

Sick Leave: Teachers who choose to retire may be eligible to have up to 50% of their sick leave value placed into a reimbursement account for medical expenses. For those who are not eligible for retirement, there is no further access to sick leave. This is subject to the current collective bargaining agreement. Contact Benefits (612-668-0560) or MFT with further questions if you are considering retirement. Employees recalled to the same job classification will have their sick leave balance reinstated.

Employees who are rehired into a different job classification and/or new bargaining group will have their sick time converted to reflect the new rate of pay in their current position.

Teacher Retirement Fund (TRA PERA)

Teachers Retirement Association (TRA) is the pension fund for all Minneapolis teachers who can advise you and their telephone number is 651-296-2409.

Note: It is highly advised to leave monies in your pension plan!

You have contributed to the Minnesota Teachers Retirement Association (TRA) for the years you have taught. You should check with TRA regarding whether you should take your money (with interest) out or leave your contributions intact. You are "vested after 3 years."

Excerpt from the TRA Handbook :

"Refund of contributions. If you terminate service, you are entitled to a refund of your

employee contributions, plus interest compounded annually. Employer contributions are not included in the refund amount. Application for a refund may be made no sooner than 30 days after the termination of service. Service is not considered to have terminated if you are employed during summer school or if you have signed a contract for the next school year with a TRA-covered employer. If you are on a leave of absence, you are not eligible for a refund. Important Reminder: If you are vested with three or more years of service credit, we encourage you to consider a deferred annuity (page 19) before making an application for a refund because of the potential greater value of a lifetime annuity."

PERA ACCOUNT (Public Employee Retirement Account):

If you had PERA service besides teaching, you may want to contact PERA to confirm your service time and pension benefit status. You may leave your money in PERA after separation. If you are vested, you would then be eligible for a deferred annuity. Or, you can withdraw the money. For questions regarding your PERA call (651) 296-7460 or 1-800-652-9026.

Excerpt from the PERA Handbook:

"If you terminate public service but do not want to leave your employee contributions in PERA, you may request a refund of your employee contributions plus interest, compounded annually. You may apply for a refund immediately upon termination of PERA covered employment, or you may leave your contributions in PERA and apply for a refund at any time before a deferred benefit is paid. When you collect a refund of employee contributions, you forfeit all future PERA benefits, such as a lifetime pension. (See Refund of Contributions and Repaying a Refund on page 2.)"
www.mnpera.org

District Matching Funds

You may have received matching contributions if you had pre-tax deductions from your paychecks deposited into an appropriate 403B and/or 457 Deferred Compensation account(s). These funds are yours. You should consult your representative – see last page.

Deferred Compensation Tax Sheltered Annuities (403b or 457)

Once you are no longer employed, you may immediately withdraw all the funds without surrender fees, a 10% federal penalty or additional charges. Your options include monthly, quarterly, semiannual, or annual payouts. However, as with pension funds, it is better to leave the money in your account if at all possible.

MFT cannot give investment advice, but generally urges you to allow the monies to remain in the fund unless you are facing an emergency need for the funds. You could lose valuable compounding of tax-deferred interest that continues to accumulate on the balance if you withdraw. Leaving the money in the fund is intended to result in a significant benefit available for withdrawal at a typical retirement age. You may leave the money where it is. You should call your plan's agent with specific questions before you decide.

In general, any money in employee's 403(b) and/or 457 account(s) belongs to the employee. They have the option of keeping the money in their existing accounts, rollover to a traditional IRA (not Roth), 401(k) or, another 403(b) and/or 457 account in another employer's plan.

If employees have participated in Career Transition Trust (CTT) or District Match Benefit, the money was deposited into their 403(b) and/or 457 account(s). This money belongs to the employee.

Remember that money deposited into these accounts are taken out of employees paychecks on a pre-tax basis. As a result, when they withdraw money from these accounts, the money will be subject to both state and federal taxes.

Money can be withdrawn from employees 457 accounts once their employment with the District is terminated without a penalty.

Money can be withdrawn from a 403(b) account prior to age fifty-five (55) and separation from employment. IRS and surrender penalties will apply – employees should talk with their representative regarding specific fees.

If employees want to cash out their Minnesota Deferred Compensation Account (457), they must contact MSRS at 1-800-657-5757.

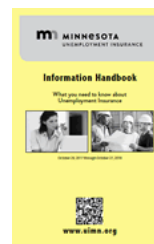
If employees want to cash out their tax sheltered annuity (403b) account, they must contact their **VALIC** rep:

Josh Nokes	612-758-0638
Cameron Strobel	612-710-6194
Shea Murphy	651-269-4553
Eric Gross	612-961-6953

Unemployment Compensation

One of the most difficult things about your layoff may be filing for unemployment compensation. You are entitled to compensation if you have been notified of layoff and you are not subject to recall. Unemployment compensation may buy you some time while you are seeking satisfactory employment. The following guidelines are used by the Minnesota Department of Employment in determining eligibility: (For more information, call 651-296-3644 or visit their website at: <http://www.umn.org>)

Make sure to download and review the Unemployment Information Handbook Publication:



Available at:

<http://www.umn.org/umn/>

Click: Applicants – Information Handbook (see Quick Links information box).

www.umn.org/assets/22c_tcm1068-193111.pdf

A public school employee notified prior to the end of the school year of non-employment for the succeeding school year is eligible during the period between school years. This applies regardless of full-time, part-time, on-call status, and, regardless of whether the last day worked was the last day of the school year or an earlier date.

Will I get unemployment?

Discontinued teachers who have been employed for at least two quarters (6 months) of the past six quarters (18 months) should be eligible for unemployment benefits. This means you have to be unemployed and not recalled. Applications for benefits are available at any

time through the Minnesota Department of Economic Security.

- ✓ **IMPORTANT:** You must provide a copy of the letter of termination the District sent to you. It should clearly indicate that you were terminated because of lack of pupils and discontinuance of position, so that it is clear you are not just in summer recess
- ✓ The Department has numerous Workforce Centers in the Metro region. The general telephone number is 651-296-3644.
- ✓ The Department has a website located at www.mnworkforcecenter.org and applications are available online. The Workforce Centers also offer workshops, job search computers, computers for word processing, free faxing and copying. There is a Workforce Center at 1200 Plymouth Avenue North.

Do unemployment benefits start in the summer or fall? Once you have applied and established your eligibility for unemployment benefits and waited the prescribed week, the benefits will begin. This all usually takes about three weeks. Teachers who are employed for summer school are ineligible for unemployment compensation during that time. If you get

If you believe you are eligible, remember:

Apply immediately by filing a claim for benefits by telephone, online, or at the nearest Workforce Office. The sooner you apply, the sooner your

benefits can begin. You are eligible the last day of school if you have not been recalled. Benefits are not retroactive if you wait to file.

Contact Information:

- Phone: 651-296-3644
- Accessing the website at: <http://www.uimn.org/uimn/>
- By visiting any Minnesota Work Force Center (i.e., 1200 Plymouth Ave. N., Mpls., MN)

To obtain job search services, visit your nearest Minnesota Work Force Center.

Call 1-888-438-5627 for the office closest to you. Be sure to have your Social Security card and any separation/layoff notices your employer gives you.

How much will I receive on a Minnesota Claim, if I qualify? Weekly and maximum amount of benefits are set by state law.

Please see Minnesota Workforce Center website for more information.

How long will I receive benefits if I don't get rehired?

See Minnesota Workforce Center website.

How do I claim benefits for the weeks I am unemployed?

See Minnesota Workforce Center website.

What must I do to receive benefits?

To receive benefits you must meet certain requirements as well as file your claim.

You must report (show up in person) to the Unemployment Office as instructed even if you are waiting for wage information, determination of benefits, or an appeal hearing. Failure to report as instructed could delay your electronic payment and may even result in loss of benefits. Please note: if benefits are delayed for any reason and you later qualify, you will be paid for only those weeks for which you have reported as instructed. If you know in advance that you will not be able to report as instructed, contact your area office for further instructions. This is also true if you will be leaving town.

You must be able to work, available to work, and actively seeking employment on each day of the week you are claiming benefits. "Able" and "available" means ready, willing, and able to accept suitable work immediately.

You must serve a "waiting week" before benefits can be paid to you. You are not paid for this first week of unemployment when it is first claimed, and you serve only one "waiting week" during a benefits year. However, payment for the "waiting week" will be paid to you following a return to employment after four weeks' benefits are paid. You must report your return to work.

Do I have to pay income taxes on my benefits?

Generally yes. But contact your tax accountant or the Internal Revenue Service for more specific information.

What happens if I fail to apply or I refuse to accept an offered job?

You may be disqualified from receiving benefits. Whether you are disqualified depends upon

Extending Union Membership Status

whether the work was drawing benefits, your training and skills, the current labor market, rate of pay, etc.

If you refuse without good cause, you will be disqualified from receiving further benefits until you return to work, earn four (4) times your weekly benefit, and are separated for non-disqualifying reasons. File an appeal in a timely fashion.

What if I am declined for benefits?

You have the right to appeal your claim. If declined due to receiving pay after the last work day, explain that you are receiving pay that was already earned, but was set aside for the summer.

Keep in mind that all of your pay will be provided, including summer deferrals, within 30 calendar days of your last working day. Also check with Human Resources or MFT for a clarification letter about how pay works under the contract.

How do I contact Unemployment Insurance Customer Service?

- Call 651-296-3644
- Select a language.
- Enter your social security number.
- When prompted to enter PIN number, ***DO NOT***
 - Press the pound key (#).
 - You will be given 3 options – press 3.
 - You will be given options again, this time press 1.
- You are now on *HOLD* to speak to a customer service representative. Average “hold” time is
- 8-10 minutes but varies each day and depends on call volume. Please be patient and your question will be answered.

If you are a member and wish to “continue” your union membership with MFT and state/national affiliates like Education Minnesota, AFT, NEA, AFL-CIO after your employment ends (for legal purposes usually), then make sure to complete and send in the Membership application below.

Separation Date	Active status ends
<i>End of school year</i>	August 31 st
<i>Before last day of school year</i>	*Active status ends on effective date of separation

[*Note: If all dues are paid up for the current school year, then you are just locking in coverage to 8/31. A modest/minimal amount would be charged if you left employment sooner than year end and any dues deductions were missed.]

Finally, keep in mind that only Union Membership can be extended.



2017-18 RESERVE MEMBERSHIP APPLICATION

Reserve membership is intended to allow persons who have been active members to continue eligibility for all member benefits even though they are no longer eligible for active membership. For example, you might want a reserve membership if you:

- ◆ Are being placed on unrequested leave of absence or are being laid off from employment with a district or other educational institution where you have been an active member.
- ◆ Are going on an unpaid leave of absence (voluntary or involuntary) of more than six months from employment with a district or other educational institution where you have been or could have been an active member.
- ◆ Are terminating your employment (voluntarily or involuntarily) with a district or other educational institution where you have been an active member.

NOTE: To continue your eligibility for all member benefits you must apply for an Education Minnesota reserve membership while you are still an active member.

Benefits of Membership - Reserve membership preserves eligibility for all member benefits including:

- ◆ *Employment related legal services*
- ◆ *National & State member services programs*
- ◆ *Field staff assistance*
- ◆ *National and State publications*

Please check the appropriate level based on your active employment immediately preceding your resignation, termination or leave of absence. If you have been a member during the 2017-18 membership year your payments will be credited. Upon receipt of your application the Education Minnesota Membership department will contact you, by phone, with the balance due and for credit or debit card payment information.

To apply for reserve membership, please complete and detach the application form and mail it to: Education Minnesota Membership Department, 41 Sherburne Avenue, St Paul, MN, 55103-2119. Retain the upper portion for your records.



Education Minnesota 2017-18 Reserve Membership Application Form

Professional – If your contracted FTE is:

- FTE .76 - 1.0 Reserve Dues are \$345.00
- FTE .51 - .75 Reserve Dues are \$292.75
- FTE .26 - .50 Reserve Dues are \$240.50
- FTE .25 or less* Reserve Dues are \$188.25
- FTE .25 or less** Reserve Dues are \$143.50

*and earning over \$5,812 annually **and earning under \$5,812 annually

Educational Support Professional – If your contracted salary is:

- EARNING \$37,540 and over.....Reserve Dues are \$234.50
- EARNING \$28,155 to \$37,539.....Reserve Dues are \$200.75
- EARNING \$18,770 to \$28,154.....Reserve Dues are \$167.00
- EARNING \$8,259 to \$18,769.....Reserve Dues are \$129.20
- EARNING under \$8,259.....Reserve Dues are \$121.10

Name _____

Address _____

City, State, Zip _____

Home phone _____ Cell Phone _____

Email Address _____

I belong(ed) to the following ED MN Local: _____

I understand that this membership is in force for the membership year (9/1/2017 through 8/31/2018) and that I am obligated to pay unified dues as established by Education Minnesota.

Signature _____

Date _____

Contact Information

<u>Description</u>	<u>Address/Dept</u>	<u>Contact Information</u>
Counseling Support	HP - Employee Assistance Program ID: healthpartners password: mpsk12	1-866-326-7194 www.hpeap.com
Food Banks in Minneapolis (and other support)	United Way 2-1-1 (Formerly "First Call For Help")	651-291-0211
	Catholic Charities	612-664-8500
	Working Partnerships 312 Central Ave., Mpls. Doug Fleteau doug@workingpartnerships.org Ashley Novak ashley@workingpartnerships.org	612-379-8130 ext. 111 612-379-8130 ext. 112
General Information	Minneapolis Federation of Teachers	612-529-9621 www.mft59.org
Teacher Pension Fund	Teacher Retirement Association (TRA) 60 Empire Drive, Suite 400, St. Paul	651-296-2409 www.tra.state.mn.us
	Public Employee Retirement Association (PERA)	651-296-7460 www.mnpera.org
MPS: Deferred Comp Plans:	Valic 403(b) Josh Nokes Cameron Strobel Shea Murphy Eric Gross	612-758-0638 612-710-6194 651-269-4553 612-961-6953
	MN Def. Comp. Plan (457) David Wrightsmith Steve Eilen Managed by MSRS	651-296-2761 612-964-8094 651-756-0428 www.msrs.state.mn.us/mndcp
	Capital Street Financial Services, Inc. (Formerly NATIONAL BENEFITS, A TSA COMPANY)	651-665-4300
MPS: Insurance Benefits	MPS Employee Benefits	612-668-0560 Benefits@mpls.k12.mn.us
MPS: Update Employment File	MPS Human Resources (Write & Sign address and name change requests to Payroll Dept)	612-668-0500
MPS: Payroll Dept.	MPS Payroll Dept.	612-668-0420
Unemployment Compensation	MN Work Force Center General Information website Unemployment Benefits Handbook	Phone: 888-438-5627 / 651-296-3644 www.mnworkforcecenter.org http://www.uimn.org/ui/22c/
Dislocated Worker Program	Free services to find re-employment	Phone: 866-213-1422