

CSEA MEMBERSHIP ENROLLMENT APPLICATION

Association Authorization for
Payroll Deduction

Print Name: _____

Employee #: _____

Address: _____

City: _____

Zip: _____

Home Phone: _____

Work Phone: _____

Position: _____

Location: _____

Date: _____

Signature: _____

Effective _____



Check here if you do NOT want \$1.00 to go to
the Political Action Committee Fund (PAC)

What does CSEA negotiate for its members?

Because of our commitment and strong working relationship with the district and active involvement from our membership, the CSEA has over the years negotiated one of the best contracts for classified employees in the State of Colorado. Here are some of the items CSEA has negotiated and continues to negotiate on members' behalf:

- Annual Salary and Cost of Living enhancements
- Time-off benefits such as Vacation, Temporary Leave, Paid Holidays, Leave of Absence, Sick Leave Bank and Bereavement Leave
- Medical, Dental and Vision Insurance; Life Insurance up to a maximum of \$100,000; Employee Assistance Program; \$1400 Annual Professional Growth
- Other compensation such as Tool Allowance, Uniform Allowance, Overtime, Shift Differential Pay, Longevity Pay, and Leadership Pay

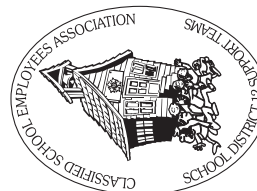
The Future of the CSEA

The success of any organization depends on the active involvement of its members, and your support and participation is an important part of CSEA's success. With members like you we will continue to be one of the finest classified associations in the state.



CSEA
1480 Roseanna Drive
Northglenn, CO 80234
PH: 303-457-2580
FAX: 303-457-2585

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Classified School
Employees' Association
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Adams12
Five Star Schools

Classified School Employees' Association



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What is the Classified School Employees' Association (CSEA)?

The CSEA is a member-driven organization which was founded in 1975. It is made up of classified employees from Adams 12 Five Star Schools. CSEA is governed by a board of directors elected from its membership. The board members represent each of their respective work groups.

What is the CSEA's objective?

CSEA's main objective is to advocate on behalf of its members. We provide a unified voice, protection and empowerment while supporting and enhancing the educational environment.

What is a classified employee?

The classified employee group is made up of support staff positions such as secretaries, para-educators, nutrition service workers, bus drivers, custodians and facilities services, and does not include administrators and teachers.

What is the Classified Master Agreement?

The Classified Master Agreement, also referred to as the CSEA contract, is a legally binding agreement between CSEA and Adams 12 Five Star Schools. It defines and mandates the terms and conditions of employment for all classified employees who work for the district.

Who is working for you?

CSEA has full-time released officers/coordinators, along with board members and representatives at work sites to meet the needs of its members.

What does CSEA do for you?

- Helps and supports you where it matters most: in your profession and at your work site
- When you need help, CSEA is your voice and will represent you to help solve problems quickly and informally or, if necessary, through a formal grievance process
- Ensures your rights within the guidelines of the Classified Master Agreement
- Negotiates the CSEA contract annually with the district
- Active involvement in determining your salary, benefits, policies and procedures
- Promotes a positive image for classified professions
- Builds collaborative working relationships between members and supervisory personnel

Why should I be a member of the CSEA?

Being a member of the CSEA is an "insurance policy" for you. Despite best intentions, members may at some point be faced with a situation or concern for which they may need the immediate support and assistance from a knowledgeable CSEA representative. You will also have peace of mind knowing you have someone working with you who has experience with contract issues and administrative practices and can assist you with all employment-related issues.

What are some of the most common concerns CSEA gets involved in?

- Interpretation and support of the CSEA contract
- Competitive compensation
- Hiring process
- Evaluation process
- Classification of positions
- Working within job description
- Conflict resolution
- Fair practices and representation in disciplinary process
- Working conditions
- Reductions-in-force (RIF) and re-employment by recall
- Committee representatives



CSEA - Reaching New Heights!



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I hereby voluntarily request and authorize Adams 12 Five Star Schools to deduct from my annual earnings the total amount of \$100.00 if I work less than twenty (20) hours per week and \$200.00 if I work twenty (20) hours or more per week and to transmit this amount to the Treasurer of the Classified School Employees' Association. This amount will be pro-rated over nine months and deducted monthly.

I hereby waive all rights and claims against the Board of Education and Adams 12 Five Star Schools and the officers and agents thereof for monies paid pursuant to this authorization. I agree to abide by all guidelines, bylaws and procedures written for the CSEA Corporation. I understand that I may revoke my membership anytime during the annual period of December 1 through December 31.

This form will be forwarded to Human Resources for processing. There is no requirement that an employee become a member of, or belong to the Classified School Employees' Association or any other group or organization.

**Remember ...
Investing in CSEA will
ensure our voices are heard.**