

Leila Medley Quality Local Association Award

The purpose of the Leila Medley Quality Local Association Award (LMQLA) is to strengthen local associations by providing a framework that describes the characteristics of locals with high levels of capacity and recognizes progress within that framework.

Leila Medley was a teacher, MNEA leader, and an MNEA staff member who understood the power of political involvement and the importance of strong local associations. She served as a UniServ Director and as MNEA Political Director from 1988 until 2009. She mentored hundreds of members in the skills needed to empower themselves and other members. She believed that it was through grassroots efforts that our members and their locals become a powerful force in making our public schools great for every student.

To be eligible for this recognition, a local must document at least one activity in each of the eight criteria areas and be a local in good standing (bylaws are in compliance, dues payments are current).

- ❖ Gold level

A local must demonstrate that it has met 90% of the suggested activities - 50/56

- ❖ Silver level

A local must demonstrate that it has met 80% of the suggested activities - 44/56

- ❖ Bronze level

A local must demonstrate that it has met 70% of the suggested activities - 38/56

The checklist items apply to the previous membership year (September 1- August 31)

Documentation may include: photos, screenshots, emails, flyers, social media screen captures, newsletters, text from audio messages, or other evidence of activities.

The MNEA Executive Committee may waive any activity due to local association circumstances. Contact the MNEA Vice President with any questions regarding an activity.

The Membership Advisory Committee will review all applications and make recommendations to the Board of Directors.

Locals achieving LMQLA status will be recognized at the MNEA Representative Assemblies.

Send application and supporting documents to Missouri NEA Vice President, 1810 East Elm, Jefferson City, MO 65101

Deadline for submission is October 1

Criteria

I. Communication:

- Local has provided NEA, MNEA, and local information to members at least 8 times per year
 - Emails, social media posts, newsletters, flyers, etc.
- Participates in and publicizes Read-On Missouri
 - Evidence of event planning, photos, publicity pieces
- Participates in and publicizes American Education Week
 - Evidence of event planning, photos, publicity pieces
- Employs a method for gathering members' input
 - Evidence of survey or polling methods
- Encourages members to participate in MNEA Listservs
 - Evidence of communication to members about listserv opportunities
- Utilizes social media to communicate local events/information with members
 - Evidence of posts, calls, online activities
- Other communication activities:
 - Evidence of any other communication strategies used to engage members

II. Membership:

- Implements a written, year-round, membership recruitment plan
 - Attach continuous organizing plan, MIP/NEIP plan, calendar of local recruiting strategies
- Provides a program that welcomes and recruits new educators and/or ESP employees
 - Photos, agendas, summary of the new employee event
- Recruits at least 80% of new employees
 - Document the number of qualifying new employees and enrollment rate
- Maintains membership strength (recruits new members to replace losses due to retirement, changes in membership status) from previous year
 - Document membership data
- Increases membership (or market share) over the previous year
 - Locals that have maintained 90% or above membership are presumed to have met this requirement, with documentation provided)
- Enrolls members through a Welcome Back program Document
 - Welcome Back strategies and enrollment
- Sends first-time participants to an MNEA event or training
 - Document the activity and participant
- Involves ethnic minority members in leadership and/or local activities
 - Document the participation, evidence could include the MNEA ethnic-minority involvement checklist
- Sponsors an Educators Rising Chapter
 - Document edRising activities
- Other membership activity:
 - Evidence of any other membership strategies used to engage members

III. Training:

- Participate in the MNEA Summer Leadership program
 - Provide the name(s) of participants in attendance
- Participates in at least two MNEA training opportunities and/or conferences
 - Provide the names(s) of participants and events attended
- Provides UniServ and MNEA staff training to local members
 - Document event and participation data
- Nominates members for the Future Leaders' Academy
 - Provide the names of Future Leaders' Academy candidates
- Other training activity:
 - Evidence of any other training strategies used to engage members

IV. Government Relations:

- Participates in Capital Action Days or other Jefferson City political lobbying activity
 - Document the activity and participant
- Participates in political lobbying activities outside of Jefferson City (local lobbying, letter-writing campaign, etc.)
 - Document the activity and participant
- Local has a Political Action Committee (PAC)
 - Document the activities of the committee
- Participates in MNEA edAdvocates
 - Document the activities and participants
- Participates in local school board elections
 - Evidence of local activity (screening, recommendation, communications, etc.)
- Increases member participation in PAC and/or BICF giving
 - Document PAC and/or BICF contribution data
- Other government relations activity:
 - Evidence of any other government relations strategies used to engage members

V. Collective Bargaining:

- Local has a bargaining committee
 - Document committee structure and activities
- Local is the exclusive bargaining representative or has a written plan to become the exclusive bargaining representative
 - Evidence of recognition of exclusive representation or written plan to become exclusive representative,
- Local has a collective bargaining agreement
 - Document agreement with district
- Local surveys members to inform bargaining work
 - Evidence of surveys used to gather member input for bargaining
- Local provides bargaining training opportunities
 - Evidence of trainings and member participation
- Other bargaining activity:
 - Evidence of any other bargaining strategies used to engage members

VI. State and National Participation:

- Seating delegates at one MNEA RA
 - Document name of delegates

- Seating delegates at both MNEA RAs
 - Document names of delegates to each RA
- Seating 100% of its delegates at the Fall and Spring MNEA RA
 - Document delegate allocation and names of delegates to each RA
- Send member to the NEA RA as a State, Local, or cluster delegate
 - Document names of delegate(s) to NEA RA
- Nominates a candidate for a statewide MNEA award
 - Evidence of nomination of candidate for award (Horace Mann, Soar with the Eagles, Cromer Award, Bottger Award, etc.)
- Participates in Governance District meetings
 - Evidence of participation in Governance District meetings
- Members participate on a national or state committee and communicate that work to local
 - Document names of member participants and evidence of communication of activities
- Representation on state governing bodies: Executive Committee, Board of Directors, Exec PAC Council
 - Document names of members' participation
- Other state and national activity:
 - Evidence of any other state or national participation used to engage members

VII. Governance Structure/Leadership

- Demonstrates sound business practices: financial processes, policies, and budget
 - Evidence of local practices
- Maintains required governance documents: bylaws, procedural guidelines, and organizing plan
 - Evidence of local governance documents
- Conducts required elections in adherence to local and MNEA bylaws
 - Evidence of communication and conducted local elections
- Identifies and supports potential leaders
 - Evidence of plan, activities, and communication for leadership development
- Provides training and support for building representatives/worksite representatives
 - Evidence of local activities
- Other leadership activity:
 - Evidence of any other governance or leadership activities used to engage members

VIII. Student/Community Programming

- Builds community support by conducting local activities that promote public education
 - Evidence of local activities
- Sponsors student scholarship or support program
 - Evidence of sponsored program
- Sponsors a local charitable/district event
 - Evidence of local event
- Participates in community service project/s
 - Evidence of local event
- Sponsors student success or community centered event
 - Evidence of local event
- Other student/community activity
 - Evidence of any other student/community activities

Leila Medley Quality Local Association Award Application

Local Association

Person submitting application

E-mail

Phone Number

Criteria applies to previous membership year.
Please check each area in which documentation has been submitted.

I. Communication

- Provides NEA, MNEA, and local information to members at least 8 times per year
- Participates in and publicizes Read-On Missouri
- Participates in and publicizes American Education Week
- Employs a method for gathering members' input
- Encourages members to participate in MNEA Listservs
- Utilizes social media to communicate local events/information with members
- Other communication activity:

II. Membership

- Implements a written, year-round, membership recruitment plan
- Provides a program that welcomes and recruits new educators and/or ESP employees
- Recruits at least 80% of new employees
- Maintains membership strength (recruits new members to replace losses due to retirement, changes in membership status) from previous year
- Increases membership (or market share) over the previous year
- Enrolls members through a Welcome Back program
- Sends first time participants to an MNEA event or training
- Involves ethnic minority members in leadership and/or local activities
- Sponsors an Educators Rising Chapter
- Other membership activity:

III. Training

- Participates in the MNEA Summer Leadership program
- Participates in at least two MNEA training opportunities and/or conferences
- Provides UniServ and MNEA staff training to local members
- Nominates members for the Future Leaders' Academy
- Other training activity:

IV. Government Relations

- Participates in Capitol Action Days or other Jefferson City political lobbying activity
- Participates in political lobbying activities outside of Jefferson City
- Local has a Political Action Committee (PAC)
- Participates in MNEA edAdvocates
- Participates in local school board elections
- Increases member participation in PAC and/or BICF giving
- Other government relations activity:

V. Collective Bargaining

- Local has a bargaining committee
- Local is the exclusive bargaining representative or has a written plan to become the exclusive bargaining representative
- Local has a collective bargaining agreement
- Local surveys members to inform bargaining work
- Local provides bargaining training opportunities
- Other bargaining activity:

VI. State and National Participation

- Seating delegates at one MNEA RA
- Seating delegates at both MNEA RAs
- Seating 100% of its delegates at the Fall and Spring MNEA RA
- Sends member to the NEA RA as a State, Local, or cluster delegate
- Nominates a candidate for a statewide MNEA award
- Participates in Governance District meetings
- Members participate on a national or state committee and communicate that work to local
- Representation on state governing bodies: Executive Committee, Board of Directors, Exec PAC Council
- Other state and national activity:

VII. Governance Structure/Leadership

- Demonstrates sound business practices: financial processes, policies, and budget
- Maintains required governance documents: bylaws, procedural guidelines, and organizing plan
- Conducts required elections in adherence to local and MNEA bylaws.
- Identifies and supports potential leaders
- Provides training and support for building representatives/worksite representatives
- Other leadership activity:

VIII. Student/Community Programming

- Builds community support by conducting local activities that promote public education
- Sponsors student scholarship or support program
- Sponsors a local charitable/district event
- Participates in community service project/s
- Sponsors student success or community centered event
- Other student/community activity:

The MNEA Executive Committee may waive any activity due to local association circumstances. Contact the MNEA Vice President with any questions regarding an activity.

The Membership Advisory Committee will review all applications and make recommendations to the Board of Directors.

Locals achieving LMQLA status will be recognized at the MNEA Representative Assemblies.

Send application and supporting documents to Missouri NEA Vice President, 1810 East Elm Street, Jefferson City, MO 65101

Deadline for submission is October 1

Leila Medley Quality Local Association Award – Scoring Guide

Local: _____

Gold level - met 90% of the suggested activities – 50/56

Silver level - met 80% of the suggested activities – 44/56

Bronze level - met 70% of the suggested activities – 38/56

Communication	Achieved	Not achieved + explanation
Provides NEA/MNEA/local info \geq 8 times per year		
Participates in and publicizes Read-On Missouri		
Participates in and publicizes American Education Week		
Employs a method for gathering members' input		
Encourages members to participate in MNEA Listservs		
Utilizes social media to communicate with members		
Other communication activities:		

Comments:

Membership	Achieved	Not achieved + explanation
Implements a written, year-round, membership recruitment plan		
Provides a program that welcomes and recruits new educators and/or ESP employees		
Recruiting at least 80% of new employees		
Maintains membership strength from previous year		
Increasing membership (or market share) over the previous year		
Enrolls members through a Welcome Back program		
Sends first time participants to an MNEA event or training		
Involves ethnic minority members in leadership and/or local activities		
Sponsors an Educators Rising Chapter		
Other membership activities:		

Comments:

Training	Achieved	Not achieved + explanation
Participates in the MNEA Summer Leadership program		
Participates in \geq two MNEA training opportunities and/or conferences		
Provides UniServ and MNEA staff training		
Nominates members for the Future Leaders Academy		
Other training activities:		

Comments:

Government Relations:	Achieved	Not achieved + explanation
Participates in Capitol Action Days or other Jefferson City political lobbying activity		
Participates in political lobbying activities outside of Jefferson City		
Local has a Political Action Committee (PAC)		
Participates in MNEA edAdvocates		
Participates in local school board elections		
Increases member participation in PAC and/or BICF		
Other government relations activity:		

Comments:

Collective Bargaining:	Achieved	Not achieved + explanation
Local has a bargaining committee		
Local is exclusive bargaining representative or has a written plan to become the exclusive rep		
Local has a collective bargaining agreement		
Local surveys members to inform bargaining work		
Local provides bargaining training opportunities		
Other bargaining activity:		

Comments:

State/National Participation:	Achieved	Not achieved + explanation
Seating delegates at one MNEA RA		
Seating delegates at both MNEA RAs		
Seating 100% of its delegates at Fall and Spring RAs		
Sends member to the NEA RA as a State/Local/ cluster delegate		
Nominates a candidate for a statewide MNEA award		
Participates in Governance District meetings		
Members participate on a national/state committee and communicate that work to local		
Representation on state governing bodies		
Other state and national activity:		

Comments:

Governance Structure/Leadership:	Achieved	Not achieved + explanation
Demonstrates sound business practices		
Maintains required governance documents		
Conducts required elections in adherence to local and MNEA bylaws		
Identifies and supports potential leaders		
Provides training and support for building representatives/worksites representatives		
Other leadership activity:		

Comments:

Student/Community Programming	Achieved	Not achieved + explanation
Builds community support by conducting local activities that promote public education		
Sponsors student scholarship or support program		
Sponsors a local charitable/district event		
Participates in community service project/s		
Sponsors student success/community centered event		
Other student/community activity:		

Comments:

Leila Medley Quality Local Association Award Application
Due October 1
Criteria applies to previous membership year
SCORING FOR MNEA-R ONLY

Person Submitting Information

E-mail

Phone Number

Please check each area in which documentation has been submitted:

I. Communication

- Providing ongoing MNEA and NEA information to members
- Building community support by conducting local activities that promote public education
- Participating as a local in Read Across America (RAA)
- Communicating with all members at least eight times during the school year
- Employing a method for getting opinions/ideas from members
- Encouraging members to participate in at least one of the MNEA ListServes

II. Membership

- Increasing membership (or market share) over the previous year
- Sending first time participants to at least two MNEA or NEA-R activities such as the RA, Capitol Action Days, Summer Academy, etc.
- Recruiting enough retirees to earn an additional MNEA RA Delegate.
- Providing a program that welcomes and informs new teachers and/or educational support professionals
- Involving ethnic minority member(s) in leadership roles
- Sponsoring a local Educators Rising Chapter or financially sponsoring at least 40 student MNEA members.

IX. Training

- Participating in at least two NEA-R training opportunities and/or conferences each year, and encouraging new member involvement
- Providing UniServ and MNEA staff training

X. Government Relations

- Attending Capitol Action Days or Jefferson City lobbying activity
- Attending/participating in various lobbying activities outside of Jefferson City
- Having a local Political Action Committee (PAC)
- Having at least one member serve on the MNEA Government Relations Team or MNEA PAC Executive Council
- Participating in local school board elections or tax levies and bond issues.

XI. State and National Participation

- Seating delegates at the Fall and Spring MNEA RA
- Seating 100% of its delegates at the Fall and Spring MNEA RA
- Sending a representative to the NEA RA as a State, Local, or cluster delegate
- Formally participating in the nomination process of a candidate for a statewide award (such as, Horace Mann, Soar with the Eagles, Shirley Cromer)
- Electing delegates to the Governance District Council, where applicable, and having at least one participant from the local at each Governance District Council Meeting
- Participating in a national or state committee, with documentation of follow-up to the local or state association

The MNEA Executive Committee may waive any activity to fit extenuating circumstances in a local association.

The Membership Advisory Committee will review all applications and make recommendations to the Executive Committee and Board of Directors.

Locals achieving the award will be recognized at MNEA Representative Assemblies and Summer Academy.

Send application and supporting documents to: Missouri NEA Vice President, 1810 East Elm, Jefferson City, MO 65101

SCORING FOR MNEA-R ONLY

Gold: 22/25 – 90%

Silver: 20/25 – 80%

Bronze: 18/25 – 72%

Deadline for submission is the close of business on October 1

Adopted Missouri NEA Board of Directors 12/07/02

Revised Missouri NEA Board of Directors 5/19/07

Revised Missouri NEA Board of Directors / Representative Assembly 4/09/11

Revised Missouri NEA Board of Directors 5/20/2017