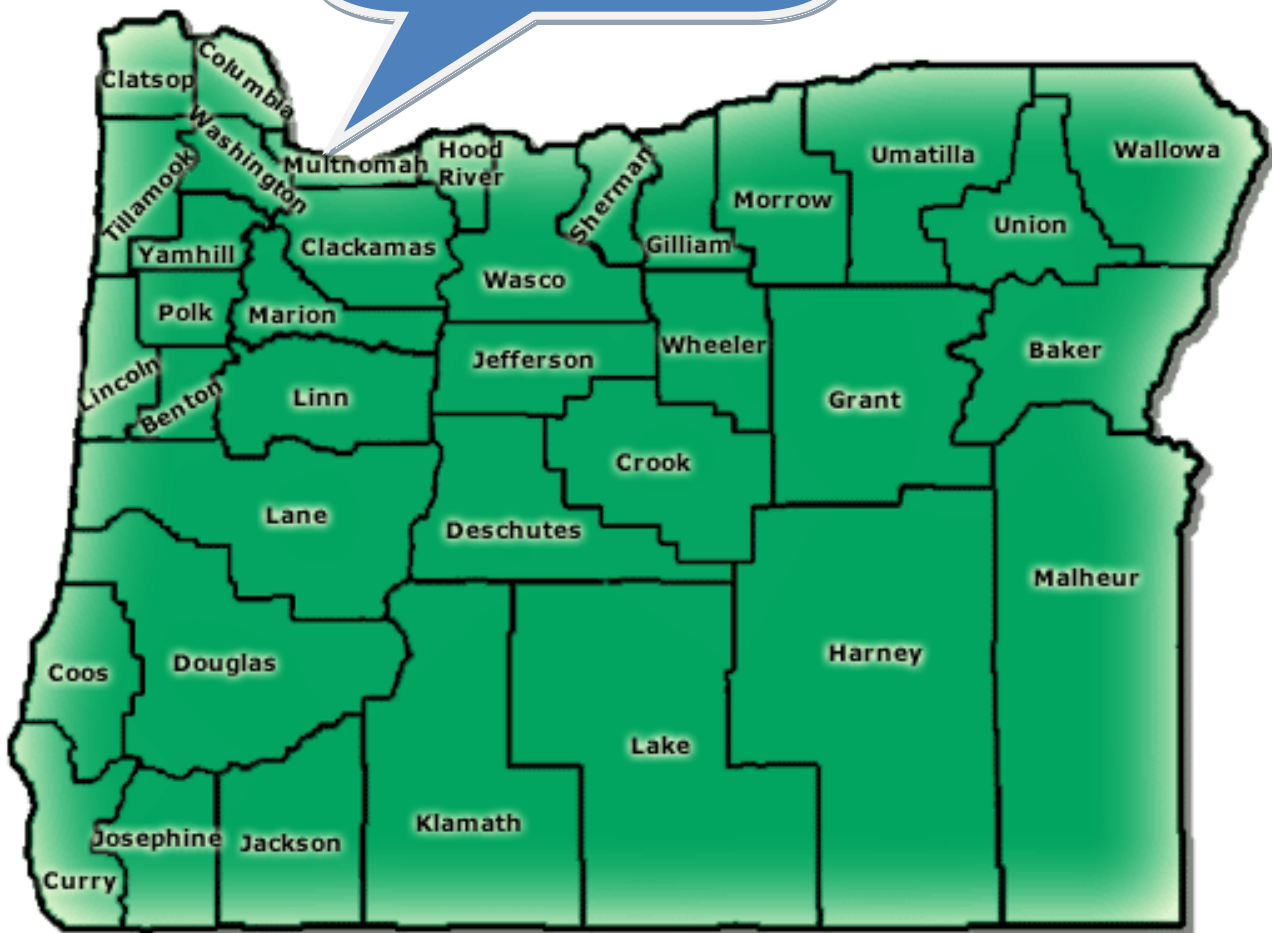


2012 OEA-PIE Convention Pre-Registration Delegate Information

The conversation
moves to Portland on
March 9 & 10, 2012.



www.oregoned.org/pie2012

2012 PIE Convention Pre-Registration Delegate Information Booklet

INTRODUCTION

Thank you for considering attending the OEA-PIE Convention! The following pages include all the information you will need to prepare for the most exciting event OEA hosts. OEA-PIE is made up of over 10,000 OEA members who give an average of \$45 a year, making it one of the biggest and most influential Political Action Committees (PACs) in the state.

The 2012 OEA-PIE Convention will be held at the DoubleTree Hotel Portland on Friday, March 9, and Saturday, March 10. Registration on Friday will be from 5 to 7 p.m. The convention will start at 7 p.m. and adjourn for the evening at approximately 9 p.m. It will reconvene Saturday morning at approximately 9 a.m. and end at about 4 p.m. A more complete agenda and the weekend's timeline will be issued closer to the convention.

Registration Deadline: Friday, February 10 at 4 p.m.

PREPARING FOR THE OEA-PIE CONVENTION

CHOOSING DELEGATES

There is no required procedure for locals choosing delegates for the convention; the only requirement is that each delegate must be a current PIE contributor of at least \$5 annually. We encourage each local to send as many OEA-PIE members as possible to attend the convention. Please coordinate delegations through your local president. OEA offers partial reimbursement for delegates based on OEA-PIE participation (*detailed chart is on page 6, Appendix A*).

CHOOSING A DELEGATION CHAIR

If your local sends more than one delegate, a chair must be selected to place your local's votes. In some locals the local president or executive board appoints the chair, and in other locals it is the OEA-PIE Board Chair that assumes the role. Check with your local leadership team to find out how the chair will be designated—your local president is responsible for informing us who it will be.

| |
|---|
| NOTE: All delegates attending the convention must be current OEA-PIE contributors. |
|---|

LOCAL DELEGATION OPERATING PROCEDURES

Each local determines independently how it will operate as a delegation at convention and how it will cast its votes. Your local delegation should agree in advance how you want to run your local delegation caucus time, and be sure that everyone understands the process that you will use to determine how to allocate your votes for candidates.

Votes are not per person. Your local receives one vote for every \$5 it contributes to OEA-PIE.

Here are some of the ways that locals prepare for the convention:

- Some locals send an advisory ballot to all of their members prior to the convention to share with delegates. NOTE: *Be sure to include "Delegate Discretion" as an option, to allow delegates at the convention to react to conversations with candidates and speeches.*
- Some locals require that first-ballot voting at the convention represent the results of the advisory ballot. Some agree to allow the actual delegates to decide.
- Some hold local hearings prior to the OEA-PIE Convention during which time the members that are not attending, have the opportunity to speak on behalf of their favorite candidates.
- Some solicit non-binding written responses from their membership to provide "direction" to delegates.
- Some leave it up to the delegates to determine at the convention, but ask them to vote as block.
- Some allow the delegation to divide their votes between candidates at the discretion of the delegates – allocating a percentage of votes to each delegate.

Don't bind all of your local delegation's votes. Delegates need to have an opportunity to make decisions based on what they hear and learn at the convention.

IMPORTANT: If you send advisory ballots to your members, please include only candidates that the OEA-PIE Board of Directors confirms are qualified to attend the convention PLUS "DELEGATE DISCRETION". As a reminder, only viable candidates that complete the appropriate questionnaire by the deadlines will be considered for OEA-PIE recommendation. We will publicize the list of candidates expected to attend as of February 1, 2012 through your UniServ and on the OEA-PIE Convention website (www.oregoned.org/pie2012).

REGISTERING YOUR LOCAL DELEGATION

Registration is available online at the OEA website: www.oregoned.org/pie2012. A registration form is also included on page 7 as Appendix B. If you are not able to register online you can email, fax, or print and mail your registration form to the OEA Public Affairs Office, Attention: Jackie Judge. You can reach Jackie at jackie.judge@oregoned.org, by phone at 503-495-2167, or by fax at 503-684-8063.

Your delegation's chair is responsible for casting your local's votes. Only one delegate from each local can be named the Chair. Before registering as the chair of a delegation, please be sure to coordinate with your local association president. There are spaces on the form where you list the chair and remaining delegates. In the event you are the only delegate from your local, you should register as the chair.

In some locals the local president or executive board appoints the chair, and in other locals it is the OEA-PIE Board Chair that assumes the role. Check with your local leadership team to find out how the chair will be designated—your local president is responsible for resolving any confusion if multiple delegates from your local register as chair.

Please adhere to the registration deadline of **4:00 p.m., Friday, February 10**. Delegates who do not register by that time must register at the late registration table when they arrive at the convention, and should not expect to receive materials in advance.

HOTEL RESERVATIONS

You must make your own room reservations. The convention will be held at the Doubletree Hotel Portland. They are located at 1000 NE Multnomah Street in Portland; adjacent to the Lloyd Center. You can reach their reservations department directly at 800-996-0510. The hotel has extended the conference rate for two days before and two days after the convention, based on availability. Ask for the ***Oregon Education Association PIE Convention rate***. To guarantee the conference rate, your reservation must be made directly with the hotel by **Monday, February 6, 2012**. All reservations are made on a first come, first served basis. Detailed delegate reimbursement information is included on page 9, Appendix C.

DETERMINING WHO PAYS CONVENTION EXPENSES

OEA will provide a partial expense reimbursement for at least one delegate per local (see page 6, Appendix A for the number of delegates eligible for reimbursement). The local association usually pays remaining expenses. In a few isolated instances, it is necessary for the delegate to pay the expenses.

Please work this out in advance with your local leadership team so that there are no surprises.

Prior to the time you attend the convention, please inquire about how your local will reimburse you. If necessary, obtain advance funding for convention expenses from your local.

Scholarship assistance is also available on a limited basis. Please send your request for assistance to Jackie Judge in Government Relations prior to February 10, 2012. Your request can be sent via email at jackie.judge@oregoned.org or fax your request to 503-684-8063. (See page 10, Appendix D for guidelines and details required.)

ANSWERS TO COMMON QUESTIONS

Where is the convention being held?

The convention will be held at the Doubletree Hotel Portland, adjacent to the Lloyd Center. Their address is 1000 NE Multnomah St., Portland, OR.

What if my Local can't afford to send a delegate to the convention?

Limited scholarships are available distributed at the discretion of the OEA President. Priority consideration will be given to hardship cases. All requests for scholarship funding must be submitted to Jackie Judge, OEA Public Affairs office by Friday, February 10, in writing via e-mail, letter, or fax. (See page 9, Appendix D)

What if nobody from my Local is able to attend the convention, will our votes be lost?

No, your votes will not be lost. If nobody from your Local is able to attend the convention, please have the president of the Local make arrangements with a delegate from another Local to cast your Local's votes. Please complete the Local Proxy Voting form (page 11, Appendix E) and send it to Jackie Judge, OEA Public Affairs office by 9 AM, Monday, March 2.

How is OEA-PIE governed?

OEA-PIE is governed by its Board of Directors elected by local UniServ councils and approved by the OEA Board of Directors. Membership includes one representative from each UniServ Council; representatives from OEA-Retired, OCESP, the OEA Board of Directors and the Legislative Advisory Council; and includes the OEA President.

Information on how individuals can run for a position on the OEA-PIE Board is available through every UniServ office.

Why am I participating in the recommendation of a Candidate for the Second Congressional District when I live in the First Congressional District?

OEA-PIE supports a pro-public education majority at every level of public policy. With this in mind, it views Oregon's congressional delegation as vital to the interests of all education employees in Oregon, and believes that all OEA-PIE members should have a voice.

Because only federal PACs can contribute to federal candidates, the OEA-PIE Convention sends its recommendations for congressional candidates to the NEA Fund for final approval and funding.

Why don't we recommend local legislative candidates at the OEA-PIE recommendation convention?

OEA-PIE believes in electing a pro-public education majority to the state legislature, and believes that local legislative candidates should be recommended by local OEA-PIE members that live in that legislative district. OEA's local recommendation process includes a thorough interview of candidates and a detailed questionnaire. This provides a golden opportunity for candidates to meet local association members who live in their districts.

PRELIMINARY

2012 OEA-PIE CONVENTION DELEGATE FUNDING CHART

Contribution information is based on the **January 2011 PIE Report**.

PIE member and local participation will be updated again after the January 2012 PIE Report.

REMEMBER: You are not limited to the TOTAL number of delegates you can send to the OEA-PIE Convention. The only limitation is OEA's budget for reimbursement - below is the detail for the number of OEA **funded** delegates **eligible for PARTIAL reimbursement***, within each UniServ:

| UniServ | Number of locals with PIE Contributors | Locals with 200+ participants, eligible for extra funded delegates | Number of extra funded delegates | Total number of funded delegates* |
|-----------------------------|--|--|----------------------------------|-----------------------------------|
| 401/422 (So OR) | 11 | Medford | 1 | 12 |
| 402 (Wash Co) | 4 | Hillsboro | 1 | 5 |
| 403 (Salem) | 1 | Salem | 1 | 2 |
| 404 (3 Rivers) | 13 | Springfield EA | 1 | 14 |
| 405 (Eugene) | 1 | Eugene EA | 1 | 2 |
| 406 (S Coast) | 11 | None | 0 | 11 |
| 407/425 (Cascade/Redmond) | 9 | Bend EA | 1 | 10 |
| 408 (E OR) | 14 | None | 0 | 14 |
| 409 (Will Falls) | 7 | None | 0 | 7 |
| 410 (PAT) | 1 | PAT | 3 | 4 |
| 411 (Chintimini) | 6 | None | 0 | 6 |
| 412 (Columbia Riv) | 9 | None | 0 | 9 |
| 413 (NW OR) | 14 | None | 0 | 14 |
| 414/428 (E Mult Co) | 7 | Reynolds EA | 1 | 8 |
| 415 (Beaverton) | 1 | Beaverton EA | 5 | 6 |
| 416 (Mid Valley) | 11 | None | 0 | 11 |
| 417/423 (Santiam/Linn Lane) | 15 | None | 0 | 15 |
| 418 (Mt Hood) | 5 | None | 0 | 5 |
| 419 (Klamath Falls) | 4 | None | 0 | 4 |
| 420 (Metro SE) | 5 | David Douglas North Clackamas | 1 1 | 7 |
| 421 (Douglas Co) | 14 | None | 0 | 14 |
| 424 (SKACE) | 1 | None | 0 | 1 |
| 426 (3Valley) | 5 | Tigard-Tualatin EA | 1 | 6 |
| 427 (Retirees) | 1 | OEA-Retired | 1 | 2 |
| 430 (Comm Coll) | 12 | None | 0 | 12 |

* Reimbursement guidelines are explained in detail on page 9, Appendix C.

OEA-PIE CONVENTION REGISTRATION FORM

**Friday, March 9, & Saturday, March 10, 2012
DoubleTree Hotel Portland**

This form is also available online at www.oregoned.org/pie2012, in electronic format through your UniServ office or can be received from Jackie Judge at (503) 495-2167 or 1-800-858-5505, ext. 2167.

Local Associations may register as many delegates* as they choose. In order to receive materials prior to the convention, please register before 4 PM, Friday, February 10.

Please fill out this form and return it to the OEA Government Relations Department, 6900 SW Atlanta St., Portland, OR, 97223. Or fax it to Jackie Judge at 503-684-8063.

Each local must register a chairperson and may register an alternate chairperson. Only the chairperson or the alternate chairperson may cast the votes for their local Association at the OEA-PIE Convention.

REGISTRATION DEADLINE — 4:00 PM on FRIDAY, FEBRUARY 10, 2012

Local Association _____

Chairperson of the Local Association's delegation:

| | | |
|---------------------------------|-----------------|----------------------------|
| _____ | | () _____ |
| Name | | home phone |
| _____ | | _____ |
| Address | | school phone |
| _____ | _____ | _____ |
| City | Zip Code | home e-mail address |
| OEA Member Number: _____ | | |

Alternate chairperson of the Local Association's delegation: *(optional)*

| | | |
|---------------------------------|-----------------|----------------------------|
| _____ | | _____ |
| Name | | home phone |
| _____ | | _____ |
| Address | | school phone |
| _____ | _____ | _____ |
| City | Zip Code | home e-mail address |
| OEA Member Number: _____ | | |

***ALL DELEGATES MUST BE CURRENT OEA-PIE CONTRIBUTORS**

| | | |
|---------------------------------|--------------|---------------------|
| _____ | _____ | |
| Name | home phone | |
| _____ | _____ | |
| Address | school phone | |
| _____ | _____ | |
| City | Zip Code | home e-mail address |
| <i>OEA Member Number:</i> _____ | | |

| | | |
|---------------------------------|--------------|---------------------|
| _____ | _____ | |
| Name | home phone | |
| _____ | _____ | |
| Address | school phone | |
| _____ | _____ | |
| City | Zip Code | home e-mail address |
| <i>OEA Member Number:</i> _____ | | |

| | | |
|---------------------------------|--------------|---------------------|
| _____ | _____ | |
| Name | home phone | |
| _____ | _____ | |
| Address | school phone | |
| _____ | _____ | |
| City | Zip Code | home e-mail address |
| <i>OEA Member Number:</i> _____ | | |

| | | |
|---------------------------------|--------------|---------------------|
| _____ | _____ | |
| Name | home phone | |
| _____ | _____ | |
| Address | school phone | |
| _____ | _____ | |
| City | Zip Code | home e-mail address |
| <i>OEA Member Number:</i> _____ | | |

2012 OEA-PIE CONVENTION SCHOLARSHIP INFORMATION

The OEA-PIE Convention budget includes up to \$1500 for limited scholarship funds to assist locals with supporting their delegates to the OEA-PIE Convention. Details are as follows:

- Priority consideration will be given first to hardship cases where locals can demonstrate limited or lack of local association financial support. Hardship cases include those locals where there has been limited or no representation/attendance at the convention in the past due to a lack of funding.
- Issues such as local commitment and local involvement in OEA-PIE will be considered, i.e., what support is the local providing? How many local members contribute to OEA-PIE? When was the last OEA-PIE drive, and what was the outcome?
- Please submit a letter explaining why your local association needs financial assistance, and a budget estimate for your delegation's expenses. Please be sure to include what your local is able to cover and any additional information that supports your request.
- All requests for these funds must be submitted to Jackie Judge at the OEA Government Relations office by Friday, **February 10, 2012**, in writing via email, letter or fax.

OEA Government Relations
6900 SW Atlanta St.
Portland OR 97223
(503) 495-2167
1-800-858-5505, ext. 2167
jackie.judge@oregoned.org

- Money will be allocated by February 24, 2012

NOTE: ALL PROXY FORMS NEED TO BE FILED IN THE OEA HEADQUARTERS OFFICE BY 9 AM, MONDAY, MARCH 2. Proxy forms are to be used by a local only if no one from the local can attend the convention and the local wishes to have a delegate from another local cast its votes. Thank you.

Full Name of Local NOT Attending the Convention _____

LOCAL PROXY VOTING AUTHORITY

2012 OEA-PIE Convention

Friday, March 9, & Saturday, March 10, Portland Hilton, Portland, OR

_____ of _____ has been declared the
(Name of proxy delegate attending) (Proxy local association)

legal proxy for _____ and, as such, is entitled to cast that local's votes.
(Full name of local association not attending)

This action was approved by the executive council or other governance branch of the

_____ on _____, 2012
(Full name of local association not attending) (Date)

Print name of president of local
NOT attending the 2012 PIE Convention

Signature of president of local
NOT attending the 2012 PIE Convention

Weekend Contact information for verification or in case of question:

Print full name of local association President NOT Attending

City _____ Zip _____

President's Primary Weekend phone: () _____

President's Alternate phone: () _____

President's home e-mail address: _____

***Please keep a copy and send original to:
Jackie Judge, OEA Government Relations Department,
6900 SW Atlanta St., Portland, OR, 97223
or fax (503-684-8063) before 9 a.m., Monday, March 2.***

NOTE TO THOSE CARRYING PROXIES FOR ANOTHER LOCAL:

- Please bring a copy of ALL proxy forms with you to the convention.
- If the proxy was delivered on time, sign in at the registration table and we will double check all proxy authorities.
- If the proxy you are carrying for another local association was not received by OEA Government Relations by 9 a.m., Monday, March 2, please go to the late registration table for proxy verification and voting authorization.

Please do not use this proxy form to obtain permission from your local president to cast your local's votes at the convention. We will verify all delegation chairs prior to the convention.