

MTI Membership Policy

Membership becomes effective as soon as a membership application is submitted and processed.

A member must be in good standing to receive professional staff representation and legal services when an incident occurs.

Members who sign-up following an event or employment related issue are not entitled to professional staff representation or legal representation but may receive guidance and support from MTI Staff on how to navigate the situation.

Dues Collection

Dues collection occurs monthly for members of the MTI Teacher Bargaining Unit, including contracted hourly staff, as well as the USO-MTI Unit. The funds are deducted from the members' bank and credit card accounts the next workday following the MMSD payroll deposit date.

For ESP hourly staff, dues collection occurs bi-weekly, and the funds are deducted the day after each the next workday following the MMSD payroll deposit date

Payment Failures

When a member's dues payment fails because of a lack of funds, an inactive or expired credit card, MTI staff attempts to contact the member to get the account information corrected and dues brought up to date.

Two months of failed dues deductions results in membership cancellation. A high number of these members do not respond to staff attempts to address the issue, resulting in an administrative cancellation.

A member is required to pay back dues resulting in double deductions to continue as a member in good standing.

Steps taken by MTI Staff to contact a member about a dues payment failure:

1. Letter sent by US Mail
2. Email sent to personal email that is on file
3. Reminder email (1 week later) sent

4. Phone call or text reminder
5. Final reminder email sent a few days before next dues run
6. Alert Faculty and Building Reps
7. Cancellation

Unpaid Leaves of Absence

Suspended Dues: ESP and USO members on an unpaid leave of any duration, or MTI 'Teacher' Unit members on a *partial year* unpaid leave, can have their dues suspended for the duration of the leave by contacting the MTI office. Regular dues deductions will automatically continue when the member returns to paid status.

Reserve Dues: NEA/WEAC members in the MTI 'Teacher' Bargaining Unit, including contracted hourly professionals, on a full **one-year unpaid leave of absence** can have dues suspended for the year, but to maintain membership in MTI, WEAC, and NEA there is a **one-time, significantly reduced fee**. Regular dues deductions will continue when the member returns to paid status.

Medical Leaves: Members who are on a medical leave of absence long enough to qualify for short-term or long-term disability can request a dues suspension by contacting the MTI office.