

ASSOCIATION OF EDUCATIONAL LEADERS

LEGAL REPRESENTATION POLICY

The Association of Educational Leaders (“AEL”) is the designated bargaining representative providing representation to Unit II employees of Anne Arundel County Public Schools (“AACPS”). As the designated bargaining representative, AEL provides representation to all Unit II employees, regardless of their membership in AEL. While obligated to provide representation, to this employee group, AEL is also permitted to extend certain benefits to its dues paying members that are not necessarily extended to all Unit II employees. For example, the negotiation of a contractual agreement with AACPS benefits all Unit II employees, while the participation in the sick leave bank is a specific benefit extended only to AEL members.

The issue of which legal representation benefits are, in fact, available to non union members verses union members has caused confusion and concern. In an effort to define the parameters of the legal representation provided to individual members in the area of grievances, disciplinary matters, evaluation appeals, and the initiation and defense of private litigation related to employment or non-employment issues, AEL hereby adopts the following policy:

- **GRIEVANCES:**
AEL shall, through its General Counsel, prosecute all grievances properly undertaken and approved in accordance with the Negotiated Agreement involving the terms and conditions of the Negotiated Agreement that are initiated by ALL UNIT II EMPLOYEES. The defense of any grievance against a Unit II employee will be defended by AACPS in accordance with its policy and procedures.
- **DISCIPLINARY MATTERS:**
AEL shall represent, through its General Counsel, ALL UNIT II EMPLOYEES WHO ARE MEMBERS OF AEL and reserves the right to represent any non-member upon determination, in its discretion, that the disciplinary action will have a potential impact on AEL members. Unless otherwise agreed to by AEL all representation of an individual shall be limited only to a hearing before the Anne Arundel County Board of Education. Any further representation of an appeal to either the State Board or for judicial review shall be at the discretion of AEL.
- **EVALUATION APPEALS:**
AEL, through its General Counsel, shall provide assistance to ALL UNIT II EMPLOYEES WHO ARE MEMBERS OF AEL who elect to appeal their evaluation rating. The individual is responsible for the timely presentation of

his/her appeal in accordance with the Evaluation Appeal Procedure. This service will not be available to non-members.

- **PRIVATE LITIGATION**

AEL may at its discretion, provide economic support to only AEL MEMBERS with respect to the initiation of private litigation or the defense of the same if, in AEL's discretion the subject matter of the litigation will have an impact on AEL members and it is related to employment issues. Economic support will not be extended for unrelated civil or criminal matters. The nature and extent of any participation in this manner shall be determined by AEL, through its Executive Committee, who will establish the appropriate terms and conditions for this support on a case by case basis.