



Keeping the Promise, Together

Public education promises equal opportunity for all, it promises to ensure the rights and stature of every single person, and it promises to prepare all of us to be involved and informed citizens – and better human beings. As members of the Virginia Beach Education Association, together we make those promises a reality. Join us.

We unite our members to advocate for our schools, students, and education professionals.

The Education Association has served those who serve our schools for over 150 years, advocating for great public schools for every student and for education professionals who accept the challenge of making our schools great.

We are successful through the membership and active support of school employees who share our values.

We invite you to join and actively support the association. You will be joining education professionals throughout the nation in support of having great public schools. Your active support will help others, and yourself, to become better educators and advocates for students.

VBEA Membership Application

Virginia Beach Education Association ♦ Virginia Education Association ♦ National Education Association
Mail to: 445 Kings Grant Road, Virginia Beach, VA 23452 ♦ 757-486-0202

****PLEASE NOTE: YOU MUST SIGN UP ON THE ESS SYSTEM (at VBSCHOOLS.COM) IF YOU WOULD LIKE TO HAVE YOUR DUES DEDUCTED FROM YOUR PAYCHECK. ****

Name: _____

Work Location: _____

Address: _____

Position: _____ Subject: _____

City: _____ State: _____ Zip: _____

WISE #: _____ Full-time: Part-time:

Contact Phone #: _____

FIRST YEAR Teacher: Yes No SVEA: Yes No

Home Email Address: _____

Work Email: _____

Social Security Number: _____

Date of Birth: _____ Gender: Male Female

Ethnicity: (Ethnic Minority information is optional, and failure to provide it will in no way affect your membership status, rights or benefits in NEA, VEA or any of their affiliates.)

African American Indian/
 American Alaska Native Asian Caucasian Hispanic Multi-Ethnic Native Hawaiian/
 Pacific Islander Other Unknown

Dues payments are not deductible as charitable contributions for federal income tax purposes. Dues payments (or a portion) may be deductible as a miscellaneous itemized deduction.

Member Signature: _____

Date: _____

Directions for Authorizing VBEA Dues Deductions through Employee Self Service-Wise

- 1-Go to VBCPS.com
- 2- If you are prompted to login you will need to use your school/network login (i.e.- josmith is the user name for John O. Smith) and network password.
- 3- Scroll to the bottom of the VBCPS Intranet page and click on Employee Self Service- Wise
- 4- Click on the Wise Employee Self Service Logo

The screenshot shows the VBCPS Employee Self Service Access Page. At the top, there is a search bar and a navigation menu with categories like Applications, Benefits & Pay, Calendars, Depts., Schools, Forms, Instruction & Assessment, Prof. Learning, Publications, and Services. On the left, there is a sidebar with various system links such as AESOP, Applicant Tracking System, Asset Management, BuySpeed, Crystal Reports, Employee Self Service, Evaluation System, Focused Fitness WELNET, IEP Online, InSITE, LaserFiche Document Imaging, MyLearningPlan, Student Information System, Service Desk, School Dude, and SchoolNet. The main content area is titled 'Employee Self Service Access Page' and contains information about the WISE Employee Self Service (ESS) system, including a notice about system status and a list of ESS related documents. A red arrow points from the 'wise Employee Self Service' logo at the bottom center of the page to the 'Employee Self Service' link in the sidebar.

- 5- You will need to enter your user name and password. It is the same as your network/email user name and password. (i.e. josmith is the user name for John O. Smith)
- 6- After logging in you will see a menu bar on the left hand side. Select the Association Dues option.

The screenshot shows the wise Portal Home page. The top navigation bar includes 'Home', 'Employee Self-Service', 'Benefits', 'Pay', and 'Personal Information'. A red arrow points from the 'Association Dues' option in the left-hand menu to the 'Association Dues' link in the main content area. The main content area features a 'Portal' logo, 'Common Tasks', and 'Useful Information' section with a link to 'Portal User Help'.

- 7- You will then want to check off the box that says VBEA Teacher Full-Time. Then press Submit Changes.

The screenshot shows the wise ESS: Association Dues page. The top navigation bar includes 'Home', 'Employee Self-Service', 'Association Dues', 'Benefits', 'Pay', and 'Personal Information'. The main content area is titled 'Employee Associations Dues Deductions Authorization Form' and contains a table with columns for 'Select', 'Association', 'Pay Period', 'Amt', and 'Annual Dues'. A red arrow points to the checkbox in the 'Select' column for 'VBEA Teacher (Full-time)'. Another red arrow points to the 'Submit Changes' button at the bottom of the page.

Select	Association	Pay Period	Amt	Annual Dues
<input checked="" type="checkbox"/>	VBEA Teacher (Full-time)		\$28.38	\$567.60
<input type="checkbox"/>	VBEA Non-Teacher (Full-time)		\$15.23	\$304.60
<input type="checkbox"/>	Va./National Assoc. of Secondary School Principals		\$26.80	\$536.00
<input type="checkbox"/>	Va./National Assoc. of Elementary School Principals		\$19.25	\$385.00

Congratulations! You have now authorized your VBEA dues to be deducted from your paycheck. Deductions take place September through June. If you have any questions call the VBEA office at 486-0202 or e-mail Kaitlin.jensen@vbschools.com