UNITING OUR MEMBERS AND THE NATION

Empowering leaders, educating students, strengthening communities

Member Outreach in the Digital Era

COM110

Kate Dias, President
Manchester (CT) Education Association
COMPETENCY: Communication

• NEA Leadership Competency progression level(s).
  – Level 1: Foundational

• NEA Leadership Competency themes
  – Uses current media, technology and social networks to communicate
  – Develops communication approach and style to fit appropriate audience
  – Develops a two-way strategic communication plan
Indicate the NEA Strategic Goal and NEA Organizational Priority your session addresses:

• NEA Strategic Goal
  – Goal 1: Strong Affiliates for Educator Voice and Empowerment

• NEA Organizational Priority
  – Early Career Educators
    • “..improve the supports for new educators, engage new generations of members ready to advocate for the issues that matter the most to them and reignite the passion for education...”

  – My School, My Voice
    • “…educators get involved and shape how it’s(ESSA) put into action in our classrooms and schools.”
Who am I?
Why should you listen to me?

» President of the Manchester Education Association – Manchester, CT

» Former grievance chair, building rep, negotiations team

» Membership of almost 700 teachers and staff

» High School Math Teacher
Google and You

» Using Google Sheets or organize and track
  » **Calendars**
  » **Track Member Issues**
  » **Stipend Tracking**
  » **Position Responsibilities**

GOAL: Don’t lose track of anyone!
Rep and Executive Board meetings will be at 4pm in the MEA office, meetings with Matt Geary will be at 3pm at Illing Middle School.

ONE Rep from each building must attend the Rep Council Meeting each month.

<table>
<thead>
<tr>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon 28 - New Teacher Luncheon</td>
<td>Wed 20 - Rep Council</td>
<td>Mon 2 - Behavior Task Force</td>
<td>Wednesday the 1st @ 4:00 - Climate Task Force - MEA Office</td>
<td>Mon 4 - Dealing with Aging Parents, MEA office, 4pm</td>
</tr>
<tr>
<td>Thurs 31 - Exec Board during PD - after lunch</td>
<td>Mon 18, 3pm - Kate, Shelley, Matt</td>
<td>Tues - 3, Climate Task Force, 4 pm MEA Office</td>
<td>Mon 6 - Dealing with Aging Parents, MEA office, 4pm</td>
<td>December 7th @ 4:00pm Climate Task Force Meeting MEA Office</td>
</tr>
<tr>
<td>Wed 30 - PD begins</td>
<td>Wed 27 - Full Membership - 3 &amp; 4 pm Illing Middle School</td>
<td>Wed 4 - Organizer meeting in MEA office at 4</td>
<td>Wed 8 - Exec Board, 4pm</td>
<td>Mon 11 - Stipends Meeting, MEA office, 4pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tues 14 (EMAC), 4:15, MEA Office</td>
<td>Wed 13 - Combined Exec Board and Rep Council (dinner)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wed 11 - Exec Board</td>
<td>Wed 16 - Kate, Shelley, Matt, 3pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Thurs 16 - Kate, Shelley, Matt</td>
<td>Thurs 14 - Kate, Shelley, Matt</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mon 16 - Hartford Country Forum, Maneley’s, South Windsor, 5-7pm</td>
<td>Tues 17 (EMAC), 4:15, MEA office</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tues 21 - Rep Council, 4pm</td>
<td>Tues 19 (EMAC), 4:15, MEA office</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tues 17 Ethnic Minority Affairs Commission (EMAC), 4:15, MEA office</td>
<td>Dec. 20th @ 4:00pm Instructional Task Force Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wed 18, 4pm - Rep Council</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Thurs 19 - Kate, Shelley, Matt</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tues 24 - EMAC Planning meeting 4:50 pm</td>
<td></td>
</tr>
<tr>
<td>Issue</td>
<td>Meeting/Notes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Will BOE continue to do payroll deduction for HSA 18-19 school year?</td>
<td>1/11 meeting with Matt. CP - union rep at mtg, understands what she needs to do; LK - union rep at mtg, understands what she needs to do; JC - union rep at mtg, understands what she needs to do; NB - NO UNION REP OFFERED, understands what she needs to do, spoke with Kate, altered Vonetta that Sinthia did not offer union rep; RU - Kate attended mtg, understands what she needs to do; KD - not heard back from yet.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-renewals: CP, LK, JC, NB, RU, KD</td>
<td>NB was offered union rep in byline of google invite. Is that really enough?? Asked Matt to remove letters from teacher files as they are FOIable and thus create a paper trail negating the opportunity to resign. He is checking with Rich Mills. Still trying to connect with KD.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teachers are concerned that walk throughs are being used evaluatively,</td>
<td>Meeting with teachers 1/17.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teachers feel targeted by those observations</td>
<td>Brought by Matt.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>There appears to be a lot of staff on staff aggression in dealing</td>
<td>Perhaps a workshop on dispute resolution and collegueal conversations would be in order - union could offer that.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>with challenges. People are not choosing the most professional manner</td>
<td>Brings to Matt.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>in which to resolve disputes.</td>
<td>Matt will look into - not aware that even happened.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MRSA case. The parent of the student involved was surprised to hear</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>the rest of class was not informed. He district health head nurse told</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>the teacher they did not want to set off a panic. The teachers concern is that extra precautions and time are not being taken in the daily cleaning of the classroom. The teachers and custodian are doing the best they can.</td>
<td><a href="http://www.portal.ct.gov/DPH/Infectious-Diseases/ID-Home/MRSA-Facts-for-Schools">http://www.portal.ct.gov/DPH/Infectious-Diseases/ID-Home/MRSA-Facts-for-Schools</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCHOOL</td>
<td>POSITION CONTROL</td>
<td>NAME OF STIPEND POSITION</td>
<td>In Contract ID #</td>
<td>MEA-Y ES</td>
</tr>
<tr>
<td>---------</td>
<td>-----------------</td>
<td>---------------------------------------------</td>
<td>------------------</td>
<td>----------</td>
</tr>
<tr>
<td>Adult Ed</td>
<td>acct: 81530400</td>
<td>Curriculum Development</td>
<td>13758 x</td>
<td></td>
</tr>
<tr>
<td>Adult Ed</td>
<td>600000022</td>
<td>Drive Ed Coordinator</td>
<td>8173 x</td>
<td></td>
</tr>
<tr>
<td>Adult Ed</td>
<td></td>
<td>Online Tech Support</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult Ed</td>
<td>acct: 81530400</td>
<td>Site Administrator</td>
<td>7232</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000038</td>
<td>6th Grade Math Support</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>328115088</td>
<td>Art Club Facilitator</td>
<td>7515 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>328115062</td>
<td>BAND DIRECTOR</td>
<td>15910 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>316115006</td>
<td>Beautification Council Co-Facilitator</td>
<td>7555 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>316115006</td>
<td>Beautification Council Co-Facilitator</td>
<td>7979 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>328115086</td>
<td>Bennet Chorus</td>
<td>10792 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>328051001</td>
<td>Chamber Orchestra</td>
<td>7163 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>316115004</td>
<td>Future Problem Solvers</td>
<td>10804 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>316115005</td>
<td>Homework Club - split</td>
<td>8085 1992</td>
<td>3</td>
</tr>
<tr>
<td>Bennet</td>
<td>316115005</td>
<td>Homework Club - split</td>
<td>10261 1992</td>
<td>3</td>
</tr>
<tr>
<td>Bennet</td>
<td>328115024</td>
<td>Intramural Sports</td>
<td>14909 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000119</td>
<td>Invention Convention</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000119</td>
<td>Invention Convention</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000119</td>
<td>Invention Convention</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000039</td>
<td>K-6 Science Specialist</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000125</td>
<td>Language Arts Department Co-Facilitator</td>
<td>7555 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000125</td>
<td>Language Arts Department Co-Facilitator</td>
<td>7829 x</td>
<td></td>
</tr>
<tr>
<td>Bennet</td>
<td>600000125</td>
<td>Math Department Facilitator</td>
<td>7018 x</td>
<td></td>
</tr>
</tbody>
</table>
## Position Responsibilities

<table>
<thead>
<tr>
<th>Position</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Chair Exec Board meeting, Provide newsletter articles to Public Relations, Informal monthly drop-in at schools, Set meeting schedule for reps and exec board, chair meetings and set agendas, Keep centralized record of MOU's, Keep record of new hires, verify placement</td>
</tr>
<tr>
<td>Vice President</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Organize Representation at Board Meetings, Rep Training, Assist teachers facing disciplinary action, Monthly meeting with Superintendent</td>
</tr>
<tr>
<td>Secretary</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Maintain minutes of rep and exec board meetings, correspondence, Meeting notifications</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Pay bills, Maintain receipts, financial records, submit financial statement to rep council monthly(can be done digitally), Maintain investment</td>
</tr>
<tr>
<td>Public Relations</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Monthly newsletter, maintain twitter account, maintain facebook account, Maintain website</td>
</tr>
<tr>
<td>Grievance</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Answer contract based questions, review individual concerns and make recommendations for action if contract violation has occurred, chair the grievance team</td>
</tr>
<tr>
<td>EMAC</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Chair EMAC committee, participate in state EMAC activities, Run events that promote EMAC objectives, Recommend readings/events and PD for teachers</td>
</tr>
<tr>
<td>Political</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Inform Membership of legislative concerns and what they can do - monthly update on website, Organize meetings with legislators prior to elections - meetings should occur in Sept/October, Connects to local political outreach, Create NEA Go page, responsible for NEAPAC donations, <a href="http://www.neafund.org">www.neafund.org</a></td>
</tr>
<tr>
<td>Social</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Back to school/welcome new teachers, 100 day party, retirement party, all social events</td>
</tr>
<tr>
<td>Organizers</td>
<td>Attend all exec board meetings, Provide newsletter articles to Public Relations, Support building reps to reach out to members, attend building rep meetings, assist in task force leadership, Meet with CEA Organizers</td>
</tr>
</tbody>
</table>
Google and You

» Using Google Forms to collect information
  » New Teacher Dinner
  » Track Internal Applications
  » Sick Bank Donation
  » Sick Bank Requests

GOAL: Get and share information easily.
Welcome new teachers!

Hi Everyone! MEA would like to bring new teachers (year 1 and 2 in Manchester) together for a dinner meeting. We are aware that there are some challenges in those first years and want to give you an opportunity to share. Please join us on December 6th from 4-6pm at the MHS faculty cafe. We will be providing dinner. If you have any questions, please contact me, Kate Dias (k11dias@mpsride.org).

Email address *

Valid email address

This form is collecting email addresses. Change settings

Dinner meeting 12/6, 4-6pm, MHS faculty cafe

- Yes, I will attend
- No, I am not able to attend
- Add option or ADD 'OTHER'
Track Internal Candidates

Internal Application Notification to MEA

Please fill out this form whenever you post for an internal posting.

This form is automatically collecting email addresses for Manchester Public Schools users. Change settings

**Name**

Short answer text

**Job #**

Short answer text

**Position Applying For**

Short answer text
MEA Sick Bank Donation

Pursuant to the agreement between the Manchester Board of Education and the Manchester Education Association (pages 29-31) the Sick Leave Bank shall be established to assist teachers who, as a result of catastrophic or extended illness or injury, have exhausted their accumulated sick leave.

Teachers may donate one (1) to three (3) days from his/her accumulated sick leave to be eligible to participate in the Sick Leave Bank. This donation must occur by September 30 of the ensuing school year. The days donated by each teacher will be subtracted from his/her accumulated sick leave. To be eligible, new teachers and teachers returning from leave may contribute one (1) to three (3) days immediately upon hiring or returning.

Days contributed will not be returned to the teacher in any form.

If you have any questions, please contact the president of the Manchester Education Association.

Email address *

Valid email address

This form is collecting email addresses. Change settings

Last Name

Short answer text
Sick Bank Request

MEA Sick Leave Bank Request
You must have donated a day in the same school year you make a request.

Pursuant to the agreement between the Manchester Board of Education and the Manchester Education Association pages 29-31 the Sick Leave Bank shall be established to assist teachers who, as a result of catastrophic or extended illness or injury, have exhausted their accumulated sick leave.

In order to be eligible to participate in withdrawals from the Bank, a teacher must meet all of the following criteria:

1. The teacher or immediate family member (spouse or children) must have a catastrophic illness or extended injury verified by the Sick Leave Committee. The Sick Leave Committee may, in its discretion, require medical or other information to facilitate its ability to verify the teachers or immediate family members illness or injury.

2. Such illness or injury has caused the teacher to exhaust all of his/her accumulated sick leave days.

3. The teacher must have donated one (1) to three (3) days from his/her accumulated sick leave to be eligible to participate in the Sick Leave Bank. This donation must occur by September 30 of the ensuing school year. The days donated by each teacher will be subtracted from his/her accumulated sick leave. To be eligible, new teachers and teachers returning from leave may contribute one (1) to three (3) days immediately upon hiring or returning.

Procedure
1. The eligible teacher, as determined by the above criteria, must submit a letter to the Sick Leave Committee explaining how he/she meets the eligibility criteria and request permission to draw upon the Sick Leave Bank. The Sick Leave Committee shall consist of four (4) teachers: one elementary teacher, one middle school teacher, one high school teacher, one teacher from the Bennett Academy, and an Administrator. The Association president shall serve as ex-officio.
Google and You

» Using Google Docs to inform
   » Agendas
   » Notices, Events
   » Any shared communications

GOAL: Keep everyone informed.
Agendas

MEA Rep/Exec Board Agenda: 1/10/18

I CALL TO ORDER (4pm)

II President’s Report (Kate Dias)
   - Early Retirement Incentive Update
   - Dates to Know - give out to membership
   - Hartford County Forum - 1/22 5pm
   - Advertise- 1/29 Educators and the Law, 2/9 Trivia Night
   - PLC Contract Language, MOU

III Vice President’s Report (Shelley Carlson)
   - Board of Ed Report
   - BOE meeting coverage for upcoming meetings

IV Old Business
   - Approval of minutes from last meeting

V New Business
   - Contract negotiations - pre-work being done: points, employment tracking
Notices

**You're Invited To...**

**CEA's Workshop on Educators & the Law**

*Presented: CEA Attorney Adrienne Delucca*

**TOPICS**

- Threats, Assaults & Social Media
- DCF-Mandated Reporters
- Weingarten Rights
- Contract Termination
- Tenure & Non-renewal
- Personnel Files & Evaluations
- Save Harmless — CGS §10-235
- Administration of Medicines
- Use of Physical Force

**Q & A**

**January 29, 2018**

MHS room 293

4-6 pm

Please RSVP by Jan 22 to Kate Diaz, meactpres@gmail.com, 860-474-3184

All district educators are welcome to attend.

Food & soft drinks will be provided

---

**MEA Trivia Fundraiser Night**

SAVE the DATE

Come join the fun with some friendly competition! All proceeds raised will benefit the MEA Scholarship Fund for MHS students.

So...what is a trivia night, anyway?

Each school should bring at least one team of 6-8 people with larger schools having more. Non-MEA members are welcome. Teams answer 4 rounds of questions, the winner will be crowned.

**MEA Trivia Champion**

**When:**
Friday, February 9th, 2018

**Time:**
5:00-7:30pm

**Where:**
Elks Lodge, 30 Bissell St., Manchester

**Cost:**
$20 per person, collected at the door

**Other:**
Light dinner is included, cash bar

A google form will be sent out for teams to sign up – look for that in JANUARY.

Questions: contact Jill Kilgus at Highland Park School, b37jkilg@mpsride.org
### Manchester Education Association

**WHERE:** 483 West Main Street, Suite 201  
Manchester, CT 06040

**CONTACT:** (860) 474-3184, meacpres@gmail.com

**ONLINE:** https://www.manchester.me.edu

**REMIND:** https://www.remind.com/join/meacpredis

**FACEBOOK:** @Meapride  
**INSTAGRAM:** @meactpres

---

**Representative Responsibilities - DUE May Rep Council Meeting**

**Building:** Buckley

**Meetings:** Please check one box for each meeting held

<table>
<thead>
<tr>
<th>Meeting with Principal</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 Minute Meeting</td>
<td>11:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**New Teachers:**

1.  
2.  
3.  
4.  
5.  
6.  
7.  
8.  
9.  
10.  

**NEW TEACHER**

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Membership Duties:**

- Membership Cards Distributed: YES
- Membership Changes Reported: YES

---

**Leadership Development**

**National Leadership Summit**

---

All reps and exec board members can be reached on the school email system by just typing in their names.
The dreaded email...

» If they won’t read it, don’t bother sending it.

» Take time to make sure it reads correctly - educators make fun of the person who sends out grammatically incorrect or misspelled emails.

» Add humor whenever you can.

» Just talk to people - your voice will resonate.

GOAL: Get them to read it.
Hi All - As promised here is the email of important MEA happenings. First, and most importantly, I hope that you have had a terrific start to your school year!

Hey - read this email! MEA General Mailing

Thanks for opening this email - I know I have lots of competition - here are your monthly important MEA updates:

1) The current state budget proposal that was passed in both the House and Senate includes a teacher tax - a section that increases our pension contribution by 2% BUT those funds are placed into the general fund NOT your pension. Please send your objections to your local legislators, if you need to look up contact information follow this link: https://www.cga.ct.gov/asp/menu/cgafindleg.asp

If you would like to read the budget, click below - I have referenced section 152-153.
https://www.cga.ct.gov/2017/fna/2017HB-07501-R00LCO10072-FNA.htm

2) On a more positive note - the fall newsletter is complete. Take a moment to look it over. there is lots of good news to share!
MEA Exchange: September 2017 edition

3) In even more good news - we are hosting our first social event of the year on Thursday Oct 5th - we are focusing the evening on the work of the Ethnic Minority Affairs Commission (EMAC). There is an invitation and link to the RSVP form attached. You must RSVP! There is no cost for attending, a light buffet is included
There are lots of choices out there - don’t start by doing it all, select platforms you can comfortably use and then go for it.

Why Facebook?

Why Instagram?

GOAL: Get people to connect where they are already plugged in.
Making a Facebook Page
Getting Started with Instagram
How do I create a Page?

Pages are for businesses, brands, organizations and public figures to share their stories and connect with people. Like profiles, Pages can be customized with stories, events and more. People who like or follow a Page can get updates in News Feed.

To create a Page:

1. Go to facebook.com/pages/create
2. Click to choose a Page category
3. Select a more specific category from the dropdown menu and fill out the required information
4. Click **Get Started** and follow the on-screen instructions

Note: Anyone can create a Page, but only official representatives can create a Page for an organization, business, brand or public figure.
Starting an account is quick and easy.

Set up an Instagram Business Account to give people more information about your products, service or business.

Step 1: Download and launch the app

Download the Instagram app for iOS from the App Store, Android from Google Play store or Windows Phone from the Windows Phone Store. Once the app is installed on your mobile phone, tap to open it.

Step 2: Let us know who you are

Tap Sign Up, then enter your email address and tap Next, or tap Log in with Facebook to sign up with your Facebook account.

Step 3: Set up a free business profile

Within the app, find settings, then scroll down to Switch to Business Account. Once you have a business account, you can add in pertinent business information like store hours, business address or a phone number. Create a Business Profile

Step 4: Post and follow users

Start posting content you’d like to see in your feed using relevant hashtags, and start following similar accounts. Go to Instagram to get started.
» Google sharing
» Facebook Page Management
» Instagram
Session Outcomes

What do you get out of today?
- A Facebook page to connect to members
- An Instagram account to connect to members
- Structures to use Google Docs, Forms and Sheets to communicate and organize
Member Outreach in the Digital Era

COM110

• Please complete the evaluation for this breakout session by using the **NEA Summit Mobile APP**!

• Please visit the Leadership Development Resources website at [www.nea.org/leadershipdevelopment](http://www.nea.org/leadershipdevelopment)

Kate Dias, diask@me.com