

UTP VOICE

United Teachers of Pasadena

October 2009

Volume 14, Issue 2

President's Message by Bethel Lira

Inside this Issue:

President's Message	1
Schedule of Events	2
General Information	
UTP is on Tweeter	3
UTP Welcomes New Members!	
Are You a UTP/CTA/NEA Member?	
Information Concerning H1N1	4
UTP Bargaining Survey	5
Steps for an Employment Related Emergency	
UTP/CTA/NEA Annual Dues Distribution	
Children's Literature Council Fall Gala	6
Member Benefits	
Know Your Contract	7
Quote of the Month	8
Advertisements	

Recently, I attended the CTA Service Center One all-day President's meeting, which includes presidents from our neighboring districts that fall within the Service Center. Typically, at the President's meeting, we learn and discuss things such as the State Budget (its impact on our schools and negotiations), we hear reports from members of the CTA Board of Directors, and presidents have an opportunity to share concerns and report the status of bargaining in their districts.

This past meeting, however, included in the agenda was an introduction to the long-term organizing plan, Quality Public Schools and a Strong CTA Build a Better California, that is designed to benefit UTP/CTA members both statewide and locally. The plan's goals are based on CTA's mission statement: The California Teachers Association exists to protect and promote the well-being of its members; to improve the conditions and teaching and learning; to advance the cause of free, universal, and quality public education; to ensure that the human dignity and civil rights of all children and youth are protected; and to secure a more just, equitable, and democratic society. In keeping with the mission statement, the strategies of the plan shall focus on organizing, bargaining, and politics. All across the state, local associations like UTP will be implementing the strategies outlined in the plan so that together we can build a better CTA and strengthen our local associations.

If you have been following the State Budget crisis, you should know that projections do not provide for any economic recovery for our schools this year or for the next. Public school funding, or lack thereof, has a real impact on our schools, our classrooms, and our negotiations at the bargaining table. Therefore, in order to preserve our public schools, protect public school funding, and improve working conditions and salaries through negotiations, we must as UTP/CTA members actively participate in the organizing plan that I mentioned above. There are several phases to the plan, which will not be completed all in this school year. Beginning with phase one, our first objective will directly involve you. Over the course of the next few months, your UTP leadership will ask that you engage in small group discussions with them. We want to meet with you and hear your thoughts and concerns about public education in California as well as those issues that impact your teaching and your classrooms here in the Pasadena Unified School District.

Everyone is extremely busy, but holding these conversations will not create extra work or take too much of your valuable time. I do believe, however, that you will find the meetings worthwhile based on my own recent experience. As you know, the education profession is emotionally and physically draining, but you should find the conversations energizing. I am personally looking forward to meeting with you and discussing common interests in education, our schools, and our profession.

Schedule of Events

- October 6th—UTP/PUSD Bargaining Session, Ed Center, 8:00 a.m.
- October 12th—UTP Rep. Council Meeting, CTA office, 4:00 p.m.
- October 13th—PUSD School Board meeting, Ed Center, 6:30 p.m.
- October 23rd—UTP/PUSD Bargaining Session, CTA office, 8:00 a.m.
- October 27th—PUSD School Board meeting, Ed Center, 6:30 p.m.
- October 28th—Staff Development Day, Pupil Free Day

October 2009

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

General Information

UTP Website:

www.utofp.org

UTP Office:

United Teachers of Pasadena
2303 E. Washington Blvd.
Pasadena, CA 91104
(626) 798 - 0928
Fax: (626) 798 - 5452

UTP Officers:

Bethel Lira, President
Jeff Leming, Vice President
Monica Villegas, Secretary
J. Manuel Carcido, Treasurer

Area Directors:

Tia Acosta, Area 1 Child Dev.
David Berk, Area 2 Elem. I
John Lira, Area 3 Elem. II
Darius Hines, Area 5 Middle Schools
Carol Locke, Area 6 High Schools

P.U.S.D. Board Members:

Renata Cooper: rcooper@pusd.us
Bob Harrison: bharrison@pusd.us
Ed Honowitz: ed@edhonowitz.com
Ramon Miramontes:
ramonm@maciso.org
Scott Phelps:
sphelps@alumni.caltech.edu
Elizabeth Pomeroy:
ewpomeroy@sbcglobal.net
Tom Selinske: tselinske@pusd.us

Frequently Requested

P.U.S.D. Numbers:

P.U.S.D. Ed Center (626) 396-3600

- Cert. Personnel ext. 88380
- Health & Benefits ext. 88383
- Substitute Line ext. 88382
- Payroll ext. 88360

Frequently Requested Numbers:

CAL STRS (800) 228 - 5453

CTA Group Life and Disability Insurance (800) 522 - 0406

CTA Auto and Home Insurance Program (800) 800 - 9410

Union Code of Conduct:

- I will not criticize any union member except to the individual directly.
- If any member is being criticized in my presence, I will confront the criticism and ask that it stop.
- I will not participate in any conversations with management that criticizes or negatively speculates about any union member.
- I will settle my differences with members within my union.
- I will engage in debate, offer others every opportunity for debate, and respect minority viewpoints. I will, however, observe and support the majority mandate of my union.

UTP is on Twitter

In order to have a strong membership, UTP members need to be informed and educated of UTP business and issues that affect them. UTP is committed to communicating with its members so that the membership receives the most current information in a timely manner. To accomplish this, we are now using Twitter to communicate association information to our members. Twitter is used by many companies, celebrities, politicians, artists, and news corporations to send out information to their customers, viewers, and followers. UTP plans to post updates whenever possible to keep membership informed about association business, both local and state.

To sign up for a Twitter account you must do so via the web at www.twitter.com. Follow the online instructions for signing up and be sure to add a device (cell phone) under settings. Using the cell phone is the preferred method because it will allow you to get instant text message updates (using SMS – short message service) whenever and wherever possible. Make sure you enable device updates under UTP on the list of those you are following.

While all of us do not have access to the internet at all times, almost all of us have cell phones. We know that busy UTP members have such little time, which is why we recommend using the SMS text messaging service with Twitter. Set it up once, and you'll never have to go on to the web to retrieve UTP updates – they'll all be sent directly to your cell phone. You can turn on or off the updates or remove yourself at any time. Please note that if you do not use a device (cell phone) you will have to log in to your Twitter account periodically to check for UTP updates.

In order for us to add you, please sign up with your name so that way we can verify UTP membership. You can also send an email to utpmarcela@yahoo.com and we will send you an invitation to sign up. Our Official Twitter Website can be found at <http://twitter.com/utopf> **Happy Tweeting!**

UTP Welcomes New Members!

Altadena

Marla Kaseff

Burbank

Tina Chan
Annie Tung

Cleveland

Mary Fookes

Eliot M.S.

Rebecca Boss
Kate Nelson

Loma Alta

Ronit Cohen
Nina Middlebrooks

Longfellow CC

Monica Hernandez

Muir

Lan Huang
John-Damien Huntley
Rachel Linn

Norma Coombs

Hideyuki Tananka
Danielle M. Vollers

Oak Knoll

Ja McZeal

Roosevelt

Newman Clarke
Edward Guinto

Washington M.S.

Gwendolyn Braude
Krystle Khaid

Webster

Clara Valdez

Are You a UTP/CTA/NEA Member?

REMEMBER – An automatic deduction on your paycheck **DOES NOT** mean you are a UTP/CTA/NEA member; **you must sign the membership form**. Call the UTP office at 626-798-0928 to verify your membership or to obtain an enrollment form.

NOTE – In the event of any adverse action affecting your employment status with the District (e.g., dismissal, child abuse, non-renewal, civil or criminal charges) you will not have access to a CTA attorney or be represented by the Association in legal matters other than contract violations if you are not a member.

Simple steps taken now can help you be ready for an H1N1 outbreak.

By Tyler Miller (<http://www.nea.org/home/35479.htm>)

As questions linger about whether the H1N1 virus will sweep through classrooms this fall, educators should do more than stand on the sidelines and wait for a potential outbreak of the swine flu to shutter their schools. Here are a few steps that go beyond hand-washing to ensure you're ready for whatever comes your way.

1. Familiarize yourself with your school's health and safety policies and procedures and H1N1 contingency plan. If you don't know where the plan is posted—or if there is one—ask! Find out, too, if your school has issued any special guidelines outlining when to send a student to the nurse's office.
2. Consider volunteering for the H1N1 flu planning team in your building or district. Some local education associations also have health and safety committees or joint labor-management health and safety teams.
3. Review any language in your contract or collective bargaining agreement pertaining to health and safety. Also, read up on your school's employee sick-leave policy for swine flu, particularly if you are pregnant or have underlying health conditions, such as asthma or diabetes.
4. Check with your local union representatives to ensure your salary and benefits will be protected in the event of a pandemic closing. Clarify whether you will have to report for work at your building during an H1N1 closure.
5. Ask custodial staff how you can help them keep schools as clean as possible. "Teachers are rightfully concerned about catching any infectious disease, and this is an area where school districts can really work toward best practices," says Norman Danzig, a New Jersey Education Association field representative. "The local [associations] can really play a part in talking to districts and making sure schools are regularly cleaned, that furniture and bathrooms are not just broom-swept but are also disinfected." As a rule, custodians provide a thorough cleaning of classrooms before and/or after school, but teachers and paras can help contain the spread of germs in between classes by "cleaning desktops, counters, sinks, soap and paper towel dispensers, especially during a flu outbreak," says Washington custodian Pat Nicholson.
6. Make sure you know if and when schools will close and how the decision will be made. The U.S. Department of Health and Human Services has said that any decision to dismiss students—whether proactively or reactively—should be made at the local level, as school officials consult with health officials, government officials, parent and student representatives, school employees, union representatives, and other stakeholders. Dismissals can then be reported via a federal monitoring system at www.cdc.gov/FluSchoolDismissal.
7. Take time to find out more about H1N1 so you can watch for symptoms in your students. Resources are available at www.cdc.gov/h1n1flu/ or www.pandemicflu.gov/. Educators, along with parents, are on the front lines of combating a possible flu outbreak!

UTP Bargaining Survey: Official Calendar for the 2011-2012 School Year

Your UTP Bargaining Team needs you to participate in an online bargaining survey. In preparation to negotiating the Official Calendar for the 2011-2012 School Year, we must hear from you, the membership.

Please take five minutes to complete the survey by visiting our website at www.utofp.org. Follow the link located at the bottom of the Home page to take the survey.

Make sure that you complete the survey after contract hours and not on your school computer. If you do not have internet access at home, you are welcome to complete the survey at the UTP office. The last day to complete the survey is **Wednesday, October 21, 2009**. Thank you in advance for your participation!

What to Do in an Employment Related Emergency

It is extremely important that in the event of any adverse action affecting your employment status that you immediately contact the UTP office at 626-798-0928. Examples of adverse actions are: notification of dismissal, suspension, child abuse, non-renewal, transfer, demotion, civil or criminal charges, or any contract violation.

Assert your rights if an administrator wants to meet with you concerning any adverse action, the appropriate response for you to say is: "I am a UTP member and I am claiming my right to union representation for this meeting." Until you are able to contact the UTP office:

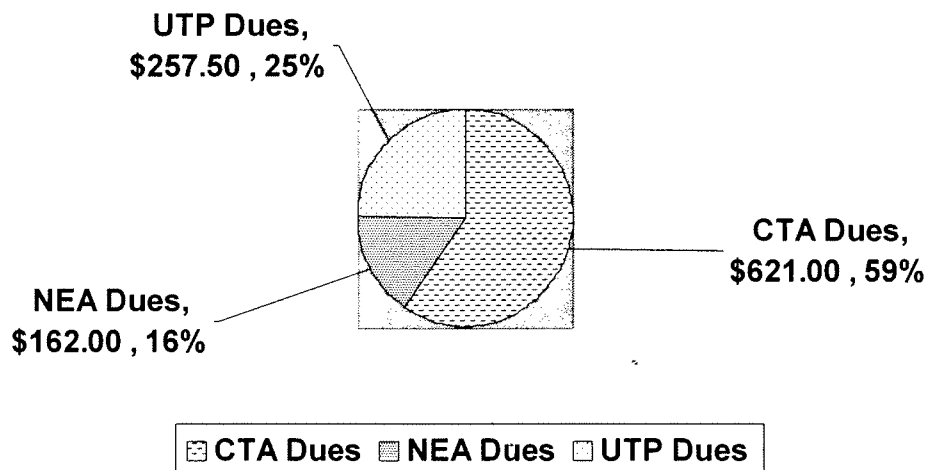
Do Not admit anything; sign anything; make any verbal or written statement; resign or be insubordinate. Do not speak to your colleagues, principal, administration, parents, or the police about the incident.

Do remain calm and courteous. Immediately upon receiving notice of any adverse action, contact United Teachers of Pasadena at 626-798-0928. Keep copies of all papers relating to the situation.

You have the right to halt any conference already in progress if it becomes disciplinary, and to re-schedule when representation is available. Have the meeting at a time and date that is convenient for you and your union representative.

UTP/CTA/NEA Annual Dues Distribution

Your Yearly Union Dues



Children's Literature Council Fall Gala

The Children's Literature Council of Southern California cordially invites you to attend its Fall Gala on Saturday, October 24 from 9:00 a.m. to noon at the beautiful Skirball Center in Los Angeles. This celebration of southern California authors and illustrators features the keynote speaker Jennifer Holm, famed author of *Boston Jane*, *Our Only May Amelia*, *Penny from Heaven*, and the *Babymouse* series. Registration is \$60 for members, and \$70 for non-members, and includes breakfast, Skirball Museum admission, and parking. For information on the other wonderful authors to be honored that day, visit www.childrensliteraturecouncil.org or contact PHS Librarian Betsy Kahn at bkahn@pusd.us.

Member Benefits: Enroll Now in CTA Life and/or Disability Insurance

Welcome back to school! Friendly reminders from The Standard

Hope you're having a great Fall! School's back in session and as always, The Standard is available to answer any of your questions about coverage. Their dedicated CTA Customer Service Department can be reached at 800.522.0406 7:00 a.m. to 6:00 p.m. Pacific Time or write to ctaservice@standard.com with any questions or concerns.

Newly hired CTA member, or new to your district?

If you're a newly hired CTA member, or transferring to a new district now's the time to get coverage. During your first 120 days of new employment, you have a one-time opportunity to apply for Disability Insurance and/or up to \$200,000 of Life Insurance – without showing proof of good health. Call The Standard's dedicated CTA Customer Service Department at 800-522-0406 for more information.

Fall wedding or baby?

Congratulations! Don't forget that within 31 days of a Family Status Change, you can add or increase Life Insurance coverage up to \$200,000 and/or add Disability coverage, all without providing proof of good health. To get more information about filing a maternity Disability claim, visit us at www.cta.org and click through to The Standard to get our helpful Maternity Guide.

Do you have voluntary Disability or Life Insurance with another carrier?

From October 1 to November 30, 2009, you can switch your coverage to the CTA-endorsed plans offered by Standard Insurance Company without proof of good health. Simply provide proof of your existing coverage with your application.

You can find forms online at MyCTA at www.cta.org. Call The Standard's dedicated CTA Customer Service Department at 800-522-0406, 7:00 a.m. to 6:00 p.m. with any questions.

Updating your records?

Make sure to call The Standard if you're moving to a new address or needing to make changes to your beneficiary designation. It's important to keep your records up-to-date, and it's easy to do! Simply call The Standard's dedicated CTA Customer Service Department at 800-522-0406.

Questions?

Call The Standard's dedicated CTA Customer Service Department at 800.522.0406 (TTY), 7:00 a.m. to 6:00 p.m. Or, email ctaservice@standard.com. And, if you haven't taken a look at CTA's Web site, visit MyCTA at www.cta.org.

Know Your Contract

DUTY-FREE LUNCH PERIOD:

6.7 Bargaining unit members shall have a duty-free lunch period of at least 30 consecutive minutes, exclusive of passing periods.

INTERNAL SUBSTITUTION:

6.8.3.1 If a unit member at a departmentalized school is required to render substitute service during his/her preparation period, he/she shall be paid the prorated amount of the daily substitute rate for a teaching period of substitute service; if a unit member assigned to a non-departmentalized school, or a departmentalized school without a preparation period is required to receive students from a temporarily absent teacher, he/she shall be paid the prorated amount of the daily substitute as the students he/she was required to receive bears to the number of students in the absent teacher's class (e.g., receiving 15 of 30 students for a day will result in the payment of one-half of the daily rate of substitute pay). If administratively feasible, such substituting assignments shall be on a voluntary basis. Site administrators shall equitably distribute assignments for substituting for temporarily absent unit members among unit members with a common preparation/planning duty period.

EVALUATION PROCEDURES:

8.5 The bargaining unit member evaluation process shall include the following activities:

- 8.5.1 A planning conference will be held no later than October 31. The purposes of this conference shall be:
- a. to review the District established performance areas, District and school wide goals and objectives, previously established long- and short-range job improvement goals; and to review the principal's expectations for unit members to support, implement and adhere to these goals and objectives; and
 - b. to provide an orientation related to evaluation procedures and instruments and contract provisions;
- 8.5.2 An individual planning conference between the evaluatee and evaluator will be held no later than October 31. The purpose of this conference shall be:
- a. to discuss the evaluatee's professional growth plans for the year and establish appropriate job goals;
 - b. to agree on the initial observation date; and
 - c. to review the key elements of each of the six CSTPs.

MILEAGE REIMBURSEMENT:

14.17 Unit members required and directed to use a private vehicle in the performance of District duties shall be reimbursed at the allowable IRS rate (currently \$0.55).

REIMBURSEMENT OF DAMAGE/STOLEN PERSONAL PROPERTY AND AUTOMOBILE DAMAGE:

15.10 Reimbursement shall be made to any unit member for the loss, destruction or damage of personal property sustained in situations that fall within the scope of District employment. Reimbursement for property other than personal articles, such as clothing, eyeglasses and watches, shall be made only for articles whose use has been approved via a District form before the article(s) has been brought to school, and when the immediate administrator and the unit member bringing the property have agreed in advanced as to the approximate value of the property. No reimbursement shall be made for mysterious disappearance, accidental damage, or any other loss suffered because of lack of supervision by the owner.

Personal automobile or other modes of transportation shall be covered by this section to that extent that the damage or loss shall have occurred at the school or within an approximate distance of one-eighth (1/8) mile radius of the school boundaries (if parking on site is unavailable, not accessible, or would unreasonably delay the unit member's exit in order to keep an appointment). Examples of such damage or loss are "keying," slashed tires or stolen batteries. The maximum reimbursement shall not exceed five hundred dollars (\$500) for each incident, nor shall the reimbursement be less than fifty (\$50).

"It is a greater work to educate a child . . . than to rule a state."

— William Channing (1780—1842)

ADVERTISE YOUR BUSINESS HERE!

REACH OVER 1,000 MEMBERS!

**QUARTER-PAGE \$25
HALF-PAGE \$50
FULL-PAGE \$100**

United Teachers of Pasadena is Online!

Visit our website at www.utofp.org for information on the following:

- UTP/PUSD Contract
- Salary Schedules
- School Year Calendar
- Grievance Resolutions
- UTP Meetings and Leadership
- Member Benefits
- Frequently Asked Questions
- And more . . .

WANT TO BE FINANCIALLY COMFORTABLE IN YOUR RETIREMENT?

Have your money managed like other professionals....

You deserve it!

CALL FOR FREE CONSULTATION
403(b)/TSA's and TAXES
NORMAN BLIEDEN, CPA
1201 W. HUNTINGTON DRIVE, # 108
ARCADIA, CA 91007
TELEPHONE (626) 440-9511

CA Insurance License #0C17240
Representatives registered with and securities offered through Plan Member Securities Corporation, a registered broker/dealer, investment advisor and member NASD/SIPC,
6187 Carpinteria Ave, CA 93013
(800) 874-6910
Norman Blieden, CPA and Plan Member Securities are not affiliated entities

NAME/ADDRESS CHANGE?

Please notify the UTP office of any name/address/email change(s) so that we may update our records. You may send in the form below to the UTP office via school mail, or email the office at utpmarcela@yahoo.com. Please include the following information:

Name: _____

New Name: _____

Address: _____

City, State: _____

Zip Code: _____

Telephone: _____

The UTP VOICE

The UTP VOICE is published monthly by United Teachers of Pasadena, an affiliate of the California Teachers Association and the National Education Association. Our newsletter is distributed to over 1,000 members consisting of teachers, nurses, librarians, and counselors in PUSD schools.

To submit information or articles to the UTP VOICE, contact the UTP office. We welcome contributions. Copy deadline is the 7th of every month.