



COMMUNIQUE

Publication of the East Cleveland Education Association

ISSUE #2

SEPTEMBER 2016

Affiliate of the National Education Association, Ohio Education Association and the North Eastern Ohio Education Association

COMING EVENTS

September 13
East Cleveland
City School
District's
Benefits Fair

September 15
ECEA
Executive
Board meeting

September 19
ESSA
Stakeholder
meeting

October 14
NEOEA Day

November 2
Parent
Teacher
Conference
Day

November 8
Election Day
and
Optional
Teacher
Professional
Development
Day

Notifications for ALL East Cleveland Employees

ECEA Dues Information

- ◆ Total dues for the school year will be \$836, which includes ECEA local dues of \$125.
- ◆ Deductions occur in eighteen pay checks and will begin October 7th and continue through the June 2nd pay date.
- ◆ Amounts vary for members who may join various affiliates — to stop affiliate dues, you must notify Kecia Sanders-Stewart at Mayfair Elementary in writing by September 4th.
- ◆ Refer to Article V, Section L of the negotiated ECEA Master Agreement for details concerning dues deductions in East Cleveland School District.
- ◆ See your **August Ohio Schools** for information on how your dues dollars are used at the district, state and national levels. SAVE this resource

guide for the school year. Lots of helpful names, phone numbers and information are in the guide for you, the member.

◆ The **Ohio Schools** (August edition mailed to your home) also contains information about the OEA Attorney Referral program and important dates for all OEA members.

◆ OEA membership cards will ONLY be issued to NEWLY enrolled members. Retain your card received in the past.

◆ Your membership entitles you to many, many discounts through NEA Member Benefits. Look at the website often—www.neamb.com.

DATES to KEEP in MIND

September 30
Sick Leave Bank form due—you must donate in the year you may need to draw days from the bank.

October 1
Tuition Reimbursement Form due by with all proof attached for pre-approved graduate course work only

Sign and return your salary notification form as soon as possible.

Grade Transcript Requirement—official transcript turned in by September 30 and January 30 for proper placement.

Non-participation in Health Care—health, dental, eye—complete waiver by September 15th of each year.



OEA Minority Leadership Conference 2016 by Marchell Josie

It was with gratitude that I was given an opportunity to attend the Minority Leadership Conference. I was able to network with people from other regions. This conference taught me the values of understanding why and what matters to members. The main points of the training were understanding how OEA leads the way and advocates for its members. The conference also helped me to better understand the core values and principles of the union. I learned how different types of organizing may motivate people. Instead of analyzing a situation by being on the bench at the game, show

members how to become part of the game. They will want to be in the game, especially if they have a chance to win. This is important when we are talking to members about having a vested interest in the union. A key phrase that was used is *Knowledge is Power*, we must keep our members informed. It was important to come away with information that will help strengthen each member's ideas within the organization. This conference helped me understand the difference between problems and issues. Knowing that problems are long-term conditions that rise to issues. I also learned about

organizing, basic organizing tools, building human relationships and listening. The most important thing that stuck with me was understanding that the best way to convey a message to our members is through personal interaction. As a future leader, I feel that it is my duty to inform the members that I come in contact with so they have a clear understanding of all issues pertaining to the education field. It is important that we organize, especially around HB70; so that our members can understand how crucial collective bargaining is to our union rights.

CHEERS to Michelle Reese, Karen Winston and Tishawn Benson who organized a fabulous new teachers event held at Nighttown Restaurant on August 29. ECEA has four new potential members this school year.

CHEERS to Dawn Magnasco and Michelle Reese who set up the Back to School Rally table for ECEA. Other workers included Kecia Sanders-Stewart, Stacia Darrell, Mary Alice Conkey and Steven Mitchell.

CHEERS to our members who marched in the 11th Congressional District Labor Day parade. We were able to see Hillary Clinton, our endorsed presidential candidate speak at Luke Easter Park.

CHEERS to Dana Brown and Stacia Darrell for setting up our annual Eats-n-Beats event. Lots of great food, fellowship and give-a-ways for our members. Look for a survey regarding future events like this soon.

**2016—2018
ECEA OFFICERS**

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**ECEA Annual
Budget Meeting
September 15th ~ 3:30 pm
Mayfair Elementary**



ECEA is looking for volunteers!!!
Not all union work deals with contract enforcement, controversy and bargaining. We need members to participate in school board screenings, serve on the Sick Leave Bank, the Annual Reverse Raffle Committee, our Calendar Committee and Scholarship Committee. If you are interested in sharing your time and talents in any of these areas, contact an ECEA officer today.

Grieve with Steve! by Steven Mitchell

**CHECK YOUR PERSONNEL FILE
EACH AND EVERY YEAR!!!**

Yes there is a file on you! Every district keeps a record of your evaluations, written reprimands and other documentation that is associated with your job performance. These documents are housed in the BOE's Human Resource Department. Contractually, the board may only maintain ONE file on each employee. This is a negotiated benefit. Administrators at their worksite may not keep their "own" file on you. The one and only personnel file is available to ANYONE who requests to see it. It is a public record and subject to the laws which govern all public schools. That means that the media, community members, parents—anyone may request to see YOUR file. It is important that YOU know what is in your file—before anyone off the street knows. Here are some steps to guarantee the accuracy of your file's contents:

- Call or email and make an appointment with the Personnel Director to view your file.
- Take the time to go through your file slowly to guarantee accuracy and note the contents.
- Date and initial the upper left or right hand corner of each document in your file. Number each document or make a *table of contents of the items* in order that items do not come up missing in the future.
- If you have questions or do not feel comfortable doing this on your own, ask a building representative or officer to accompany you to the appointment.
- If there are inaccuracies or items you were not aware of, make copies of these items (at your expense) and talk to me about your options to protest these items.
- Read the contractual language in Article VI—especially note the deadline dates to remove discipline letters.

LPDC NEWS

Please read your LPDC Policy and Procedures manual for directives, dates, and copies of forms for preview. You may secure original forms from the Human Resource Department at the Board Offices or on the district's website. Forms are due two weeks before the meeting. You must adhere to all guidelines and due dates. Please note—certificated members need to have a current IPDP on file. *The LPDC meets the second Thursday of each month, except July.* Dates for meetings are posted in each building. The LPDC newsletter also addresses questions and concerns. If interested in serving on the LPDC in the future, send a letter of interest to the Director of Human Resources.



Contributions and news for the newsletter should be sent to:
macecea@sbcglobal.net.
The opinions expressed are not necessarily those of the East Cleveland Education Association, its members, or its affiliates.

