



# Cleveland Teachers Union

## News & Notes

Compiled by Tracy Radich, 1<sup>st</sup> Vice President  
January 15, 2019 (Print Version)

### **CONVERSION FROM 26 TO 24 PAYS**

For the 2018-2019 school year, CTU members are paid 26 pays in this school year. Beginning in August 2019, we will transition from 26 pays to 24 pays in a school year. In May, the actual dates that we are paid will begin to change so that we have a smooth transition to 24 pays and do not have a 3 week or more gap in pay while making this transition. Please be mindful of these dates so that any adjustments needed to automatic payments from your bank can be made.

The reasons for going to 26 to 24 pays is to eliminate the 3-week gap in pay and to eliminate the need to adjust pay dates in the summer so that there only 26 instead of 27 pays in a fiscal year. This was important to many of our members during the last contract negotiation. These are the remaining pay dates for the 2018-19 school year. The May 31 pay check is the first check that will have a modified pay date in order to make the transition from 26 to 24 days as smooth as possible. Please note that any auto bank deposits may need to be adjusted beginning May 31.

#### **Remaining Pay Dates for 2018-19 School Year**

Friday, Feb. 22, 2019  
Friday, March 8, 2019  
Friday, March 22, 2019  
Friday, April 5, 2019  
Friday, April 19, 2019  
Friday, May 3, 2019  
Friday, May 17, 2019  
\*\*Monday, June 3, 2019  
\*\*Thursday, June 20, 2019  
\*\* Friday, July 5, 2019  
\*\*Friday, July 19, 2019  
\*\*Monday, August 5, 2019

### **SALARY & BENEFITS UPCOMING EVENTS**

Cindy Antonio and the Salary and Benefits Committee want to make sure that all members know of these upcoming events:

\*\*Student Loan Forgiveness meeting will be held on January 24 from 3:30- 5:00 and 5:15 – 6:30 at the CTU office located on the 3<sup>rd</sup> floor of the Halle Building.  
\*\*Voya will be hosting a Debt Relief Clinic on January 31 from 3:30- 5:00 and 5:15 – 6:30 at their office at 6450 Rockside Road.

Please RSVP via email to [cantonio@ctu279.org](mailto:cantonio@ctu279.org)

### **SCHOOL YEAR 2018-2019 CONTRACTS**

Contracts for the 2018-2019 school year are going to be sent to certificated members via CMSD email by February

1. Certificated members that are issued a limited or extended limited are required to sign and return their contract. Please look for this coming by the end of the month.

### **DIFFERENTIAL PAY DATES**

Differentials are paid quarterly. The CBA lists each differential and the quarter(s) they are paid. The quarters are based on athletic seasons, not academic quarters. Differential payment dates are on or about: December 1, February 1, April 15, and June 15. Quarter 2 will be paid January 25. If you do not receive an anticipated differential payment, please contact Ann Niklas in HR. She is the person that can help you with differentials.

### **PREFERENCE FORMS**

Preference Forms are due by February 15. A Preference Form gives teachers and paraprofessionals the ability to notify their principal of their preferences for the 2019-20 school year. Please make sure that you submit your Preference Form before February 15.

### **ENCORE ROSTER VERIFICATION**

ESP teachers, please make sure that you are verifying roster for SLOs by this Friday, January 18. Here is part of an email from Mark Baumgartner:

The window for SLO Roster Verification for ENCORE (Art, Music, PE) teachers will open on January 8th, and the deadline to complete this process is Friday, January 18th @ 6:00 pm.

At that time, ENCORE teachers may clean up their SLO student rosters so the data can be accurate when their SLOs get scored.

**ONLY** teachers who used the **ENCORE Tests (Art, Music & PE)** for their SLO assessments are being asked to verify their student rosters at this time.

### **OVERAGES**

If you are over class size or case load limits, you need to complete and submit your Overage forms by Friday, January 25. Forms for Marking Period 2 Report Card are available online on the district website under Human Resources. A link to the forms is here:

<http://clevelandmetroschools.org/Page/14495>

### **CONVERTING PD HOURS TO CEUs**

For all members that need to renew a license or certificate, the cost of converting PD hours to CEUs through the CMSD Office of Professional Development will be a flat rate of \$20. No matter how many hours you are converting, the cost will be \$20. This change was recommended by your Local Professional Development Committee (LPDC) which is comprised of both district and CTU members. This is in an effort to support your



license renewal efforts and as a result of current and impending changes to the PD technology platform. As this technology is changed and upgraded, less manual work is required and costs associated with maintaining the system are reduced. The LPDC made great efforts to pass the savings on to employees. Many people who are renewing in 2019 have been on hold waiting for a transcript, thank you for your patience as we have worked to get this new structure in place. As the technology continues to upgrade, the cost will eventually go to zero.

You can request a copy of your transcript on the Office of Professional Development home page. When you are ready to convert, your \$20 money order should be made payable to CMSD. You may mail or hand deliver your money order to the Office of Professional Development.

### **CONTINUING CONTRACTS**

Any certificated employee who applied for a Continuing Contract by September 15, 2018 for the 2019-2020 school year will be notified in the early spring regarding issuance of contract. The Board of Education votes to approve Continuing Contract recommendations in the month of May (per HB 525).

### **BEST RUBRIC**

BEST Rubrics are being distributed at schools. BEST Rubrics are due to Chapter Chairs and Principals on January 23. Paraprofessionals DO NOT complete BEST Rubrics. This is a necessary and important piece of the staffing process. No timeline has been agreed upon for staffing. The BEST Rubric is always comes out super early.

**BEST RUBRIC** - The BEST Rubric is filled out by all certificated staff members. A copy is given to the Principal and to the Chapter Chair. If there is a reduction in allocations at a school, the BEST Rubric is used to determine who would be identified for transfer.

**ALLOCATIONS** – Allocations, are basically, the positions that a school has. Each school has a certain amount of allocations (positions) based on student enrollment and assigned special education units. Teacher allocations are based on the number of students assigned to a building and the special education units that are assigned to the building by the special education department. Paraprofessional allocations are based on the types of special education units assigned to a school and the number and languages of ESL learners.

**WHAT IS A NECESSARY TRANSFER** - If enrollment projections are decreasing or a special education unit is moved out of a school - that can reduce allocation(s)/position(s). If there are more teachers/paraprofessionals than positions then it is necessary to transfer a person(s) from the school. The people that are identified for transfer are called Necessary Transfers.

**HOW IS IT DETERMINED WHO WILL BE A NECESSARY TRANSFER (TEACHER)** – For teachers a Necessary Transfer is determined by certification and lowest score on the BEST Rubric. If an allocation is being reduced in fifth grade, then all of the teachers in 1-8

(including math and reading intervention) would have BEST Rubrics compared and the lowest score would be the person that is identified for transfer. In high school each department is separate. In K-8 these are the departments: PK, K, 1-8 (including math intervention, reading intervention), special education (one department for high and low incidences, the only exceptions are Visually Impaired and Hearing Impaired), music, art, PE.

### **DIFFERENTIAL PAY DATES**

Differentials are paid quarterly. The CBA lists each differential and the quarter(s) they are paid. The quarters are based on athletic seasons, not academic quarters. Differential payment dates are on or about: December 1, February 1, April 15, and June 15. Quarter 2 will be paid January 25.

### **AAP CORE PLANNING TEAM**

Mark Baumgartner wants to make sure that all schools are holding AAP Planning Team elections this month. AAP Core Planning Teams are elected every 2 years in the month of January. This is an election year for AAP teams. Each building's Core Planning Team shall be made up of between 3 and 5 Bargaining Unit Members.

### **EARLY RELEASE FOR CONFERENCES**

Thursday, February 7 is an early release day for conferences. Students will be released at same time as the release was on Open House day. Conferences end 2 hours after normal student dismissal time. These 2 additional hours are NOT entered in Workday. These 2 additional hours are part of the 6 additional hours that make up the day off the Wednesday before Thanksgiving.

### **SUBSTITUTES SUBMIT IN WORKDAY**

Just want to re-emphasize how important it is for substitutes to verify what is in Workday and submit. I recommend that substitutes verify and submit on a weekly basis. This makes it easier to correct any errors before pay day.



Cleveland Teachers Union 279



@ctu279



### **TEXT ALERTS**

A text service is available for members of the CTU. You can sign up right now to receive mobile text message alerts from AFT-Cleveland Teachers Union. You will receive updates, notices, and reminders. Get your phone out right now and send a text message with the word ctu279 (lowercase, no spaces) in your message box. Send to the phone number 69238.

AFT-CTU will never charge you for text messages, your carrier's Message & Data rates may apply.