



# Cleveland Teachers Union

## News & Notes

Compiled by Tracy Radich, 1<sup>st</sup> Vice President  
September 12, 2018 Print Edition

News & Notes is a (usually) weeklyish publication sent out to Chairs via email and is available on the CTU website. This is an update of the work that is being done on behalf of all of our teachers, paraprofessionals, nurses, psychologists, speech language pathologists, therapists, and sign language interpreters.

### **ARE YOU A CLEVELAND STATE ALUM?**

More alums of Cleveland State University work in CMSD than any other college or university. CTU is partnering with CSU for the Cleveland State Viking Fest in celebration of Alumni and Homecoming. All CMSD employees that are alums of Cleveland State are invited to join us on Thursday, September 27 in the Julka Hall Courtyard (next to Mather Mansion 2605 Euclid Ave.). Campus tours will be conducted from 4:00-4:30. Join us for light refreshments and fun from 4:30-6:00. There will be a parade passing through the courtyard from 6:00-6:30. Come out and meet fellow CTU members and celebrate CSU. RSVP to Cheryl Neylon [cneylon@ctu279.org](mailto:cneylon@ctu279.org).

### **OVERAGES**

All overage forms and additional information are available on the CMSD website. The link to the webpage: <http://www.clevelandmetroschools.org/Page/13705>. Or go to CMSD website, click Departments, click Human Resources, click Compensation (on the left), click CTU (279), click Class size overage. The forms will be available on this website at the end of each interim period and at the end of each marking period. You will not need to get forms from a principal or school secretary. These forms will be available to you when you are completing interims and grades. When you are turning in completed overage forms and documentation, that must be emailed from your CMSD email to Areal Jones ([areal.jones@clevelandmetroschools.org](mailto:areal.jones@clevelandmetroschools.org)). Forms that are sent any other way will not be accepted. Overage forms for Marking Period One Interim are due on Friday, September 28.

### **SUBSTITUTES 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.

### **HEALTHCARE AUDIT**

The dependent healthcare audit that was scheduled to start on August 31 has been delayed. It is now planned to begin on September 12. Packets will be mailed to employees on September 10th and the audit will go live on September 12th. Pages 126-127 of the Collective

Bargaining Agreement state: "The District shall have the right to conduct a hard audit requiring employees to produce acceptable documentation to establish eligibility for coverage for the employee as well as any claimed dependents and/or spouse." The last hard audit was conducted in 2013.

Important to note:

- This only applies to you if you have dependents or spouse claimed on our healthcare. If you have single coverage – there is nothing for you to submit or do during this audit.
- Teachers, paraprofessionals, and related service providers that are new hires to the district (just starting July/August 2018) are not required to participate in the audit. New hires have just provided all of the documentation required in order to sign up dependents and/or spouse for healthcare.
- Some things you may need to gather: dependent birth certificates, court orders, custody orders, federal tax forms, financial documents, marriage certificate.
- If you have a marriage certificate you will also need your tax return to show that you are still married.
- You will receive information from the district with the website where the dependent eligibility audit will be completed.
- The audit will be conducted on a secure, confidential website that is designed exclusively for CMSD.
- The dependent audit website will be open from August 31, 2018 - October 15, 2018.

### **DO YOU HAVE AN APPROVED IPDP?**

IPDPs need to be written BEFORE you take classes for your license renewal. An IPDP should be written and approved *as soon as you have your new license in hand*. You DO NOT write a new IPDP when it is time to apply for a new license. If you have an approved IPDP that was written after your current license was issued, there is no need to write a new IPDP. When done correctly, the IPDP is written as soon as you get your new license and prior to taking any classes or PD that counts for CEUs and it is not written at the end when you are applying for renewal.

### **K-8 ESP STUDENT GROWTH MEASURES**

New language in the CBA states: "K-8 ESP classes must be scheduled to meet a minimum of 12 periods in a semester or 24 periods in a year between pre and post



assessment for Student Growth Measure purposes.” If there are not 12 or 24 periods scheduled, the Student Growth Measure default language in Article 13 will apply.

### **SICK AND SPL**

CTU members are able to take sick time and Special Privilege Leave in .125 increments.

# of periods of sick leave or SPL	Decimal equivalent
8	1 whole day
7	.875
6	.75
5	.625
4	.50
3	.375
2	.25
1	.125

Smart Find Express is only capable of accepting absences that are in increments of whole day and ½ day. For any sick or SPL time that is an increment that is more than ½ or less than ½ - the time keeper will need to manually enter that for the employee in Workday. Teachers and paraprofessionals that utilize Smart Find Express have absolutely no ability to enter their own time in any increment that is not ½ or 1 whole

### **FB FOR EDUCATORS NEW TO CMSD**

As recommended by one of our early career educators, CTU has started a new FB group solely for teachers, paraprofessionals, and related service providers that have been in the district in 1-3 years. This page will attempt to help all of our educators that are new to the district navigate some of the intricacies that are unique to Cleveland such as: What is VPD, how Open House is conducted, evaluation, conferences, etc. If you are a teacher, paraprofessional, or related service provider who has been in CMSD less than 4 years – please join our new educator community. Find [New Cleveland \(CMSD\) Educators on Facebook](#).

### **CTU PINTEREST**

Christy Rorick Brown wants everyone to know that CTU has a Pinterest page with Boards of information for back-to-school, classroom organization, art, related service providers, paraprofessionals, music, etc. Come follow our new Pinterest page. Search Cleveland Teachers Union and look for the CTU logo.

### **TDES FOR NEW EDUCATORS**

New teachers to the district are required to have 6 hours of TDES training PRIOR to any TDES evaluation. New related service providers and paraprofessionals are required to have 3 hours of TDES training prior to any TDES evaluation.

### **WELLNESS IS ANNUAL**

The negotiated Wellness discount for health insurance rates (Medical Mutual, Aetna, and UH Choice) will apply to 2019 rates and 2020 rates but remember that the Wellness check must be done annually. It is a great way to save money (health care costs will only continue to rise)

and it is good to see your doctor to monitor and maintain good health. The same forms will be used this year as last year to document a Wellness visit. Wellness appointments must occur between 11/1/17-10/31/18. Forms are available on the CTU website.

Members and those covered on their health care have one free preventative visit annually. Just make sure that when you schedule your appointment it is scheduled as a Wellness visit and tell the nurse what you need (Biometric testing consisting of Body Mass Index (BMI), glucose, blood pressure and cholesterol testing). Show you Doctor your completed health risk assessment and have them sign the Physicians Certification Form. Both forms are available on the CTU website.

### **TURNING IN HEALTH RISK ASSESSMENT**

For members that are choosing to voluntarily participate in the Wellness Program to receive a reduced rate on health insurance for 2019, you are aware that there is a Health Risk Assessment Form that is to be filled out and taken with you to your doctor appointment. That form is only turned in to your doctor. It is NOT submitted to Hylant. It is NOT submitted to the district. The Health Risk Assessment is confidential and is only shared with your doctor. If your doctor returns it to you – you can keep it.



Cleveland Teachers Union 279



@ctu279

### **UPCOMING DATES TO REMEMBER**

**Monday, October 8** - Professional Day. No students report on this day.

**Wednesday, October 24** - Parent Teacher Conferences for PK-8/K-8 schools. No students report on this day. Conferences are 12:30pm - 7:00pm unless another time is agreed upon by a school's principal and UCC.

**Thursday, October 25** - Parent Teacher Conferences for High Schools. No students report on this day. Conferences are 12:30pm - 7:00pm unless another time is agreed upon by a school's principal and UCC.

**Wednesday, October 31** - Wellness stuff is due

**Thursday, November 1** - Open enrollment for health care begins

**Monday, November 12** - Veterans' Day. All schools closed.