

Know the Contract: Classroom Atmosphere

Achieving school climate goals is a partnership between teachers and administration. Section 208.01 of the *Master Agreement* clarifies that partnership, particularly with respect to the administrator's role.

Building administrators have a responsibility to support teachers in their efforts to maintain control and discipline in their classrooms. This means administering the school and district discipline policies and backing teachers when issues arise. Teachers must know the policies as well and rely on them. But they are not alone in this responsibility. It's a two-way street.

Your Association has heard our members' concerns regarding the administration of discipline in many schools. If you believe you are not receiving the appropriate amount of administrative support and assistance with respect to the maintenance of control and discipline in your classroom:

- Request a copy of your school's discipline plan from your administrator to ensure that they are following the discipline procedures for the school.
- Keep documentation, including discipline referrals you have written during the school year to verify the amount of administrative support and assistance you are receiving.
- Submit discipline-related concerns to be addressed at your school's next ABC meeting. Plan to attend with all of your colleagues.
- Speak with your administrator personally about your discipline-related concerns. Make sure you reference Article 208.01 of the *Master Agreement*. Send them a follow-up email after the meeting, thanking them for their time and summarizing what was discussed. End the email with "If any of this constitutes a misunderstanding on my part, please let me know."

Your Association knows that with all the demands put upon us as educators, we barely have time to use the restroom or eat lunch during the workday—to say nothing about creating a documentation trail just to ensure that someone else is doing their job so that you can do yours.

We know that often times many issues, including support with regards to discipline can be worked out informally at the building level. However, if you are unable to informally resolve the discipline problem at the building level, this documentation trail is critical in assisting your Association in advocating on your behalf, which may include filing a grievance to ensure that Article 208.01 is followed at your school.

Your Association is asking for FRs to immediately send a copy of their school's discipline plans to Vice President Phil Hayes at the CEA Office and their District Governor. Additionally, FRs should plan to bring a copy of their school discipline plan to their CEA District Meeting on Thursday, Oct. 18. In the coming issues of *The CEA Voice* we will list all of the schools who have their discipline plans on file with CEA.

Bargaining Update

On Friday, Oct. 12, a link to the Bargaining Issues Survey was sent to your personal email address. This survey will remain active until 11:59 p.m. on Sunday, Oct. 28. This is your opportunity to have your concerns heard. All of the proposals submitted through the survey, as well as items discussed and submitted during the town halls will be compiled into a Bargaining Priorities Survey.

For security reasons, you will not be able to open the survey on a district computer or your own device while connected to District wifi. If you did not get a link to the survey, and have checked your clutter, junk, and spam folders, please send an email from your personal email account to tellcea@ceaohio.org with your name and building/unit.

CEA Campaign 2018 Phone Banking

Your Association is asking for phone bank volunteers to make calls to other CEA and OEA members in Central Ohio in support of our endorsed candidates. We have reserved two dates for CEA members to come out and phonebank in Solidarity. Shifts are available between the hours of 3:30 and 7:30 p.m. on Wednesday, Oct. 17, or Wednesday Oct. 24. The phone banking will occur at OEA Headquarters (225 E. Broad St.). Volunteers will be provided with training, a script and refreshments. Parking will be available at the CCS Board of Education lot at 270 E. State Street. To *RSVP* for the CEA phonebanks, go to <http://bit.ly/ceacampaign2018>. Additionally, OEA has scheduled weekly phonebanks from 5–7 p.m. on Tuesdays and Thursdays each week from now until Nov. 1. To *RSVP* for the OEA-scheduled phonebanks, go to <http://bit.ly/OEA2018pb>.

United Way: A Great Start

The United Way campaign is underway. Some of you have already turned in your pledge forms. We thank you for supporting this commu-



nity effort. This is one way we help our students' families in so many vital areas. Keep the momentum going. When your FR gives you a form, pull out your pen. If you give to only one charity this year, make it United Way of Central Ohio. The United Way of Central Ohio has one clear purpose: reduce poverty in our community. By bringing people and systems together and mobilizing them to act, the United Way is helping to change community conditions and build a stronger central Ohio. United we stand.

Vote with ease—vote absentee

The Nov. 6 General Election will be here before you know it. Absentee voting began Wednesday, Oct 10. Absentee ballots must be applied for in writing whether you are voting in person or by mail. If you are properly registered to vote, you must submit your written request to the

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Grievance Update

Your Association works hard to protect your rights and maintain the integrity of the negotiated contract. While we advise bargaining unit members to work out problems at the building level first, we know this isn't always possible. We will inform you of the grievances CEA is working on for you on a regular basis.

Building/Unit/Administrator	Statement of Grievance	Relief Requested	Disposition
Columbus City School District	The CEA/Board Agreement was violated, misinterpreted and/or misapplied when the Board failed to provide the sufficient number of elementary physical education teacher(s) to ensure physical education once per week in grades K-5 for 45 minutes.	That the Board provide a sufficient number of elementary physical education teacher(s) to ensure physical education once per week in grades K-5 for 45 minutes and that NO REPRI-SALS be taken against the grievant or any other bargaining unit member due to the filing of this grievance.	Based on the above, no violation of the contract occurred; however, management in the Unified Arts Department will continue to provide needed support to the substitute currently in place and ensure that a permanent position is filled as soon as the new FTE is approved.

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board of elections of the county in which your voting residence is located. To download an absentee ballot application, go to <http://bit.ly/2QleRni>. Mail your properly completed absentee ballot application to the board of elections of the county in which your voting residence is located. You must return the ballot by 7:30 p.m. on Election Day, in person or postmarked no later than Nov. 5. No ballots may be returned to a board of elections by fax or e-mail.

Legislative Assembly Attendance

One of the many duties of Faculty Representatives is to attend the CEA Legislative Assembly (LA). Held on the first Thursday of nearly every month of the school year, the LA is the policy-making body of your Association. Your elected faculty representatives receive vital updates from CEA officers and staff and vote on important issues affecting your Association and its members. Any CEA member is welcome to attend the LA. The following is a list of buildings/units that were represented at the Legislative Assembly on Thursday, Oct. 4:

17th Ave. Service Center, Alpine ES, Art, Arts Impact MS, Avalon ES, Avondale ES, Beechcroft HS, Berwick PreK-8, Binns ES, Briggs HS, Burroughs ES, Cassady ES, CEA, Cedarwood ES, Centennial HS, Champion MS, Clinton ES, Colerain ES, Columbus City Prep. School for Boys, Columbus Downtown HS, Columbus Gifted Academy, Columbus Global Acad. 6-12@ Brookhaven, Columbus North International HS 7-12, Columbus Scioto 6-12, Cranbrook ES, Devonshire ES, Dominion MS, East HS, East Linden ES, Eastmoor Acad. HS, École Kenwood K-6, Fairmoor ES, Fairwood K-6, Forest Park ES, Gables ES, Highland ES, Hubbard Mastery School PreK-6, Hudson St. Warehouse, Huy ES/A.G. Bell Program, Independence HS, Indian Springs ES, Indianola Informal K-8, Innis ES, Johnson Park MS, Juvenile Detention Center, Liberty ES, Lincoln Park K-6, Lindbergh ES, Linden STEM Acad. PreK-6, Linden-McKinley STEM 7-12, Marion-Franklin HS, Medina MS, Mifflin HS, Mifflin MS, North Linden ES, Northgate Intermediate ES, Northland HS, Northtowne ES, Nurses, Oakland Park ES, Olde Orchard ES, OT/PT, Parsons K-6, Phys. Ed., Ridgeview MS, Salem ES, School Counselors, Scottwood ES, Shady Lane ES, Sherwood MS, South HS 7-12, South Mifflin STEM Acad. PreK-6, Southwood K-6, Special Ed. Transition Coordinators, Special Needs Preschool @ Linmoor, Speech & Language, Starling K-8, Valley Forge ES, Walnut Ridge HS, Watkins ES, Wedgewood MS, Weinland Park ES, West Broad ES, West HS, Westmoor MS, Whetstone HS, Winterset ES, Woodcrest ES, Woodward Park MS and Yorktown MS.

Open Enrollment

Open Enrollment for your medical benefits has begun and will end Oct. 26. Everyone must reenroll even if you are not making any changes. Look for emails and information mailed to your home from the CCS Employee Benefits Office. Also, see the Oct. 1 *Voice* for information on how to enroll.

All benefit-eligible employees must either reconfirm their current elections, elect benefits or make changes (add or delete dependents, update beneficiary information, etc.) or waive coverage.

Employee Self Service (ESS) will be used for the 2018 enrollment process. Benefit choices made during Open Enrollment are effective Jan. 1, 2019. Make sure that you are able to log on to ESS prior to the start of Open Enrollment.

PAR/CEU Classes

The Peer Assistance and Review (PAR) Office will be offering a series of professional growth opportunities for teachers of all skill and grade levels. Participants will receive 0.2 CEUs and materials will be provided.

Date Topic

Oct. 16 **Lesson Planning: Plan to Succeed**
(Hudson Distribution Ctr.)

Oct. 17 **Dangers of Social Media**
(East HS Library)

Oct. 30 **Lesson Delivery: Add Zip and Zest to Your Instruction** (Hudson Distribution Ctr.)

Register today on PD Planner for any or all of these sessions. All classes will be held from 4:30-6:30 p.m. Call the PAR Office at 614-365-5110 for more information or ask your PAR CT if you have questions.

Correction: **Emily Mazur (Mifflin HS)** was omitted from the list of the New TLI Cohort in the Oct. 8 *Voice*. We apologize for this oversight.

Special Notes:

- ❑ The **Joint Evaluation Panel** will be offering a work session for bargaining unit members who need to revise one or both of their Student Learning Objectives (SLOs). On **Tuesday, Oct. 16, from 4:30-6:30 p.m.**, individuals working through the revision process of their SLO(s) can go to **Forest Park ES** or **Berwick K-8** to participate.
- ❑ The **CEA Member Scholarship Fund** is now open for applications. This benefit is for our members with children who are college seniors. The fund provides **\$1,250** in tuition assistance for each senior attending a four-year college or university. Eligible students are **college seniors between September 2018 and June 2019 with a 2.0 GPA**. Payment will be made directly to the college or university. Parents or guardians must have taught in the Columbus City Schools for **four years prior to the application date and must be continuous CEA or CEA-R members**. Go to <http://bit.ly/2018CEAFall> to download the application. The **deadline is Friday, Oct. 19, 4:30 p.m.** Call Kathy Wilkes at 614-253-4731 with questions.
- ❑ Bargaining unit members who are **planning on retiring** at some point in the **2018-2019 school year** can be **exempted from the Ohio Teacher Evaluation System**. To exercise this option, you must **submit the notice of retirement by Friday, Nov. 2, to Human Resources**. To download a copy of the retirement/resignation notification form, go to <http://bit.ly/ccsretireresign> or feel free to draft your own. Your Association strongly recommends **hand delivering** your notice of retirement and **obtaining a timestamped copy**. If you have further questions regarding this option, contact Teri Mullins, CEA Staff Consultant at 614-253-4731.

CEA Pre-Paid Legal Services Plan

OEA/NEA Attorney Referral Program

At Cloppert, Latanick, Sauter and Washburn, we have dedicated ourselves to teachers in and out of the classroom. Our experienced personal injury, divorce, dissolution, criminal, probate and real estate attorneys are available to you at moderate rates which are lower than we normally charge our private clients.

Contact us today and allow our experience to work for you.
614-461-4455 • www.cloppertlaw.com