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From October 1, to October 23, 2009, the LEA Member Rights UniServ Director provided the following services to members (in no priority order):

- Continued to log and advise *numerous* members from *multiple sites* regarding concerns about plan time erosion due to PLC activity, training, staff development, team meetings, etc.
- Advised a number of members at various sites in regards to dealing with difficult and/or potentially dangerous students.
- Advised a number of members at different sites re: the need for administrators and staff to utilize and abide by the LEA-LPS *Best Practices of Student Discipline* handbook. This jointly approved document contains rights and responsibilities for all staff that, if not followed, can be grieved. Members at sites utilizing BIST are reminded that BIST is a program to assist in formulating better student behavior, but **BIST does not replace or superseded** the LEA-LPS *Best Practices of Student Discipline* handbook.
- Accompanied and represented a member to a meeting at LPS HR re: job performance.
- Advised a number of members re: concerns they have with their supervisors.
- Accompanied and represented a member in a meeting with their supervisor re: being placed on a Notice of Professional Concern (NPC)—Step 1.
- Intervened on the behalf of members at a site re: optional period pay which they had been expecting, but were denied in their first pay check. LPS has reinstated the pay for the year with back pay being applied to their next pay check.
- Advised a member re: meeting responsibilities following their absence due to medical leave.
- Assisted a group of members re: concerns about duty free lunch.
- Advised an ESP member re: termination of employment.
- Advised a member and contacted Risk Management regarding the member's Worker's Comp situation.
- Knowing that a member had been misinformed and their benefits incorrectly taken away from them, utilized the services of EHA "member advocate" Kurt Genrich to set straight a problem re: BC/BS benefits for a newly retired member. Individuals at BC/BS had told the member that because they switched from the EHA BC/BS health plan as an active teacher to the Direct Billed Plan as a retired teacher that it was the same as switching health insurance plans and the member was now subject to "pre-existing condition requirements." The member had even been denied by BC/BS benefits for a prescription the member has been using for a number of years. The information given to the member by BC/BS re: a pre-existing condition was **incorrect** and immediately corrected. **Members who retire having been a part of the EHA BC/BS plan are not subject to pre-existing condition requirements when they switch to the BC/BS Direct Bill Plan!**
- Met with the LEA Appraisal Committee, LEA Negotiations Team, LEA-LPS Negotiations Team, and LEA-LPS ProCom.
- Logged **65 confidential phone calls** with members and potential members.
- Had **5 confidential one-on-one** meetings with members.

PLC Days & Leave: A Reminder

The issue of attendance/use of leave on PLC days continues to crop up, causing concern and sometimes confusion for members. PLC's are considered by LPS to be staff development and attendance is required. According to the *LEA-LPS Professional Agreement* in Article 5-4 Certificated Staff Duty Days: "Staff members may be absent from the regularly scheduled staff development activities, *as well as the PLC* activities, only for specified reasons. Those specified reasons for acceptable absence are: sick leave as described in Section 8-1 A.1.; emergency leave described in Section 8-1 A.2.; adoption leave; civic leave; jury duty leave; bereavement leave; assault and/or battery leave; or professional leave. Staff members absent for reasons not listed above will receive a pay dock for the time missed." It is important for members to note:

1. Persons on Option B "No Questions Asked" Leave need to specify that they are gone for one of the reasons listed in the contract, if such is the case, or risk being docked pay. This is one of the few exceptions to when a person on Option B must cite their reason for being gone (needing to report "flu-like symptoms" is the other). If members merely report being gone and that they are utilizing Option B leave without explanation, they risk a dock of pay.
2. LPS does not recognize routine doctor and/or dental appointments on PLC days to fall under "sick leave." LPS expects certificated staff to schedule such appointments around PLC Days. Emergency appointments would excuse a person from PLC attendance, however, and if a member needs to schedule an appointment with a specialist who is otherwise difficult to get an appointment or the

appointment was made far enough in advance that the member did not know their appointment would conflict with a PLC Day, the member should contact Nancy Biggs in Human Resources to discuss the specifics of their situation.

3. If a person misses a PLC Day and utilizes their leave *without* meeting the criteria for an excused absence, they will have their leave docked for the regular portion of the day, only, and their pay docked for the PLC portion of the day. LPS will not “double penalize” individuals for their absence. If members encounter problems with this situation, they need to contact LEA.

Related to leave but somewhat different than the above:

Although LPS has chosen to hire substitutes by half or full days, members are reminded that they are allowed, by contract, **to utilize their leave in one-hour increments**. Members do **not** have to file for leave by half or full days. It is the responsibility of the supervisor(s) at each site to utilize substitutes fully if the substitute is on site for a teacher who is using only an hour of leave (for example).

Important Dates:

November 1 through January 4:

Certificated members must check the LPS web site to determine the accuracy of their seniority number (and hire date), their assignment area, and whether or not they have been placed in an appropriate category approved by the LEA-LPS Professional Committee (ProCom). A hard copy list will be available at all sites and online at the LPS website. **These lists are the basis for determining any surplus situations should they arise in the spring of 2010.** Errors on the list have been easily rectified in the past, but **errors that are not corrected by the January deadline must, according to the contract, remain in place.** It is each member’s responsibility to check these lists for errors and take the initiative to report errors and see to it that those errors are corrected by the deadline.

A future *LEAdvocate* will address changes in these listings that are of crucial importance to members. Please watch for this *LEAdvocate* article, read it carefully, and take all appropriate action to protect your position at your site should there be surpluses this spring!



LEA strongly urges coaches and sponsors to attend Extra Standard Committee reviews of their pertinent job descriptions even if there have been no changes in the job description. Your future Extra Standard compensation could very well depend upon your attendance!

This month’s reviews include:

**November 4: High School Cross Country 4:00
Elementary Outdoor Education 4:30**

**November 18: Middle School Drama 4:00
High School Track & Field 4:30**

Next month’s reviews include:

**December 2: High School Football 4:00
High School Volleyball 4:30**

Meetings are held at the LEA Office/4920 Normal Blvd.

Bumper Sticker of the month: “Ever stop to think, and forget to start again?”