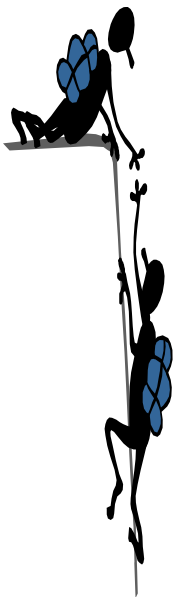


The LEA Insider



From January 2, to January 31, 2012, LEA Member Rights UniServ Director Dan Studer provided the following services to members (in no priority order):

- Advised various and sometimes multiple members re (in no priority order):
- worker comp claims,
- leave issues (before/after breaks, maternity, etc.),
- relationships with and directives from site administrators,
- appraisal issues,
- return to work following medical leave,
- district (see important dates) and building FLEX time,
- class coverage issues,
- laptop computers,
- parental concerns,
- informal appraisal observation concerns,
- member personal issues,
- state retirement,
- voluntary donated leave,
- postings by or about members on social media Internet sites,
- district meetings being called on the third Thursdays of the month,
- student concerns (including violations of Student Services agreements), and
- surplus questions and concerns.
Secured legal assistance via NSEA for LEA members.
Advised and represented a number of members in meetings with their site supervisors/appraisers and/or LPS Human Resources regarding job performance concerns as well as issues having to do with relationships with administrators.
Met with LEA staff and LPS Human Resources re: issues surrounding leave.

You and the Annual LPS "Letter of Intent"

The annual Letter of Intent that certificated employees on a continuing contract receive is the equivalent of signing a contract with LPS for the next school year. It also provides employees an opportunity to request a leave of absence for next year or to announce their resignation and/or retirement. This year LPS is implementing a different process for issuing the letters. Unless a person is on leave for their second (or more) year (in which case they will receive the usual hard copy to fill out), this year LPS will be doing the Letters of Intent electronically through ICE (Information Center for Employees). An e-mail along with instructions for certificated employees will be sent from the District to employees on February 10. Regardless of the method used to distribute the letters, state law (79-829) mandates "that the certificated employee shall not be required to signify such acceptance [of next year's employment] prior to March 15 of each year." Certificated employees are, however, expected to meet the deadline of March 15 by LPS.

Members with questions should contact LPS Human Resources and/or LEA, according to need.

Important Dates Coming Up

March 9 Deadline for probationary staff to have annually selected, reflected upon, and submitted one artifact representing each domain for purposes of appraisal.

March 9 Deadline for the probationary staff to have had their second formal observation with a pre-observation form completed and submitted by the appraiser. The post observation form needs to be completed by both the appraiser and the appraisee by this date. An in-person conference between appraiser and appraisee needs to occur in a timely manner following the observation.

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- March 9** Deadline for the *probationary staff* appraisee to annually complete the reflection form and submit it to the appraiser prior to the summative conference.
- March 9** Deadline for the appraiser to have completed the summative appraisal form, conference with the *probationary* certificated member, and submit the signed form to Human Resources annually.
- March 12** Deadline for certificated employees to have completed 7 hours of **DISTRICT FLEX** staff development.
- March 15** By state law, the earliest day any Nebraska school district can require teachers to indicate their intent to return for the following school year.

Bumper Sticker of the Month: "I'm not tense, just terribly, terribly alert."

