

News and Views of
SUB-STANCE



A publication of the Seattle Substitutes Association,
a department of the Seattle Education Association

Rick Harlan, President

Wynne Stout, Interim Vice President

Karen Morgen, Treasurer

Larry Marsters, Secretary

March, 2006

Substitutes were energetic, enthusiastic

We are very pleased with the feedback from the February 3rd **Substitute Teacher's Professional Development Day**. Overall, substitute teachers reported they felt they were treated as professionals and that they left each class with information they could use in their teaching assignments. Each course facilitator commented that they were energized by the enthusiasm and the engagement of the substitute educators. Thank you for taking the time to provide your feedback. Your comments and suggestions will be used to plan additional professional development.

On March 22, Substitute Paraeducators can attend a paid afternoon session from 4:30 – 7:45 at the John Stanford Center. The course will address how to work effectively with both students and teachers. Due to space and facilitator constraints, we must limit enrollment to 30 participants. If you are a Substitute Paraeducator who has worked at least 30 days this year, enrollment is available on a first-come first-served basis. Enrollment for this course can be found online at <http://inside.seattleschools.org/area/pdtraining/index.dxml>.

Currently, **Substitute Educators may enroll in any professional development course offered by Seattle Public Schools** on a space-available basis. These classes offer great opportunities to learn about current SPS initiatives and operations, and are resume builders for those who desire permanent employment in the District. Clock hours and/or credits are offered at almost all trainings. March 17 is the next waiver day, and there are several courses offered throughout the District. Current course offerings and registration can be found at <https://www.seattleschools.org/area/profdev/index.dxml>.

— Kim Van Atta, SPS Substitute Educator Professional Dev. Coordinator

There's more to the union dues story

What does "agency fee" mean? The union acts as your agent in securing the contract provisions you work under. If, when you became a SPS employee or since then, you haven't taken the additional step of **joining** the union, you are paying 10-15 dollars less per year but do not have the additional benefits of union membership, including \$1 million in liability, staff help and even legal help if you are sued or in threat of your job for some reason. Many of you getting SUB-STANCE and WEA and NEA publications ASSUME you are union members. In fact, SUB-STANCE has in the past referred to this as a reliable membership indicator. But it's not. So many of us think we are members, but are not.

However, union election ballots
cont'd on back

Nominations for officers for the SEA Seattle Substitute Association close March 27, 2006. The offices are:

Substitute Assn. President
Substitute Assn. Vice President
Substitute Assn. Treasurer
Substitute Assn. Secretary

Nominations forms will be available by calling SEA at 206.283.8443.

From Your President

Once again, there's not much room in this issue for me to rant. Lucky you! However, if I were to rant, it would be about 2 things: how far we've come and how far we still have to go.

Para substitutes are still the best paid around, and many substitute teachers will soon [did we say soon before, once or twice?] get their retroactive, lump-sum back-pay for days worked past the new 90 day/year mark. However, it's shameful that no matter how many days we work, we can't seem to get paid medical benefits. Literally thousands of substitute teachers in Los Angeles do. After 600 hours in a school year, they're entitled to the same health benefits as a regular teacher. And that's on top of their 161 dollars a day.

There's a list "an arm long" of what we have accomplished in the past few years. Pay, ID badges, Pro D; don't get me started! But there's a list a LEG long of what's still to go. And that's where you come in.

Example: the BEST PRACTICES FOR SUBSTITUTE TEACHERS. It's a great document, it's in the contract now! www.seattlewea.org, click on the contract and go to Substitutes, p. 141-2. But is it happening in Every school, Every teacher we substitute for? And who's suffering for it? Us, sure; but also the students and the whole system. We're 1/10th of the classrooms; worth over a year of a high school grad's education.

And there's no parallel Practices yet for Parapro substitutes. I told you not to get me started.

So, what are you going to do about it? Let's pretend for awhile that I

cont'd on back

Next meeting is Wednesday, March 15, 2006

4:30 @ John Stanford Center
Room 2750
2445 3rd Ave S (@ Lander)
SoDo district, Seattle



March's Meeting

Agenda: Roll Up Our Sleeves. Assessing our capacities and interests; planning thru the 2008.

Invited: EVERYONE interested in playing a role in advocating for substitute educators.

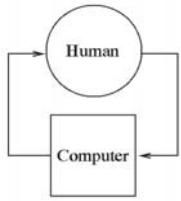
Bring: your ideas, and willingness.

Provided: Good Food

Seattle Education Association, 5501 4th Ave S, Suite 101
Seattle, WA 98108 206.283.8443 x 220 (substitute voice mail)
Ben Ibale, UniServ Director serving substitutes; Rick Harlan, after school hours @206.271.8871

SUB-PORT Update

By Wynne Stout, acting SSA VP



On March 13th the Seattle Education Association Executive Board will vote on whether the SEA will sponsor and host this new venture of the Substitute Association.

Your SSA VP and Pres will be voting YES. The board will vote on the following contents of Sub-Port:

- a home page with recent news taken from the most recent Substance;
- an "About" page that describes the Substitutes Assn.
- a "Sub-Stance" page with links to current and back issues of the newsletter.
- a "Schools" page with names, addresses of schools. Classroom procedures from school, a map and emergency lesson plans will be posted as they are received.
- a "Tips and Ideas" page.
- a "Calendar" page of coming events.

We will be using a hit counter to determine the usage and plan for the future.

Preview the new Substitute Association Website at its temporary location, www.sub-port.com. Feel free to send recommendations to me at wdstout@seattleschools.org.

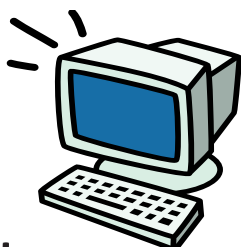
Antioch University is offering a Special Education Endorsement this summer. Credits are \$240. More information is available from Dr. Raman at 253.875.7984

SPS ID badges

What are the best times for Senior Substitutes and for certificated and classified Substitutes from the 30-day list to come in for an ID photo? Tuesday and Thursday, between the hours of 7:00 a.m. and 9:00

a.m. Also Wednesdays from 1:30-3:30 pm; and sometimes up to an hour later by prior arrangement. Call the Security office (252-0707) to be sure you are on the list; or that your badge is ready. ID badge pick-up until 3 pm is usually ok.

The ID badge will say "Guest Teacher" for certificated substitutes and "Guest Educator" for classified substitutes.



www.seattlewea.org

in the left-hand column is a link to the Substitute Educators' Page

Letter from the President

cont'd from front

wasn't here. Help us lead by coming to a monthly meeting. And there's no more important meeting this year than the next one. So put it in your calendar now.

And come even if you are unsure. I guarantee you, you'll leave motivated and with a piece of the puzzle we're still putting together. Can't say more now—they're coming to take me awaaaaay....

Rick Harlan
SSA President



All Call. All Call.

I'd like to take this opportunity to honor current SEA Substitute Association activists:

Alice Horton, Building Representative
Jan Jarvis, Building Representative
Rudy Singer, Building Representative
Kathleen Robel, our representative on the Grievance Review Commission
Monica Tate, MSW, was selected for SPS's Nutrition Advisory Committee.

Alice Horton and I will be attending the WEA and NEA Rep Assemblies. Throughout NEA, rep assemblies are the most democratic and highest decision making bodies. The Substitutes Department is entitled to more than a dozen more SEA RA reps, and currently we have not one classified substitute rep!

SSA's action email list has more than 2 dozen members. They receive occasional information, enabling us to advocate for ourselves and for students.

If you'd like to contribute to the efforts of our Association come to our meeting on March 15 or volunteer to be an officer. (see front box) – Rick

More to union dues

cont'd

will be arriving via US mail, around the first of April. Maggie Crain at SEA says, "We have been preparing for the local elections of SEA officers as well as Substitute Officers. I just wanted to remind you that substitutes are eligible if they are a **member** (have signed a membership form) and have paid at least \$1. in dues this school year."

Call or email Alex at SEA to make sure of your full union member status: 283-8443x205; aaustin@washingtonea.org. Make sure you are able to vote for our local union officers of SEA as well as for Substitutes Association officers.

Here is a simple tip:

Lets say a student misbehaves and you had to take a disciplinary action such as: a verbal warning, writing his/her name on the board or a referral to the office. Hopefully you already had a classroom management plan based on your knowledge of the classroom, teacher, or school disciplinary procedures. (Arrive earlier if you don't know).

During your next free moment, write down an incident report: who, what, where, when. Write down any possible witnesses that could testify to how you handled the misbehavior. If a concern is brought up later through a principal investigation or phone call or unsatisfactory evaluation. You now have the notes from that incident and a list of witnesses you can offer to the principal. The principal has 10 working days from the assignment to make a reasonable effort to inform you of his/her concern either through a face to face meeting, a phone call or an unsatisfactory evaluation. If you are first informed of the incident after the ten working day rule, the unsatisfactory evaluation violates the terms of the collective bargaining agreement and you should grieve it. If you receive an unsatisfactory evaluation, you have the right to appeal the principal's decision and the unsatisfactory evaluation but you have a better chance of success if you have the factual evidence behind the incident.

Ben Ibale
SEA UniServ Director
Liaison to Substitute Educators

From the SubFinder Office:

Senior Substitutes & more

From Chris in Substitute Services:
Senior Substitutes

- Certificated substitute may become a Senior Substitute by **a.** becoming a substitute after terminating their employment of five years or more with the District by retiring or resigning or
- By substituting 45 days or more for four years. Senior Substitutes have access to assignments before regular substitutes. Senior Substitutes need to substitute 45 days or more per year in order to maintain their Senior Substitute status.

Substitutes need to work 10 days or more per year in order to remain on the substitute roster. If this is not possible, please call Substitute Services at 252-0388 to request to remain on the roster for the following year.

Sometimes it is unclear what location your assignment is because the employee has an itinerant schedule.

Employees should leave a verbal message with their schedule. If no schedule is available, call Substitute Services for assistance.