

2012 - 2013 Senior Building Representatives

Arthur S. May Elementary - Johanna Pungello

Beekman Elementary - Anne Schillinger

Noxon Road Elementary - Elise Pattison

Vail Farm Elementary - Pam Goetz

Overlook Primary - Anne Marie Beesmer

Traver Road Primary - Siouxzanne Harris

J.D'Aquanni West Road Intermediate - Betsy Marshall

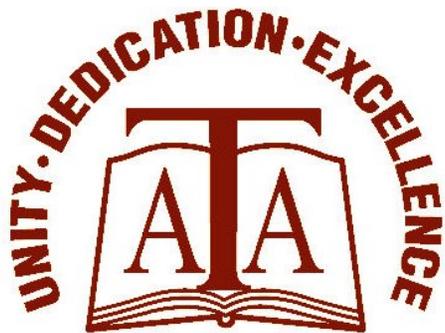
Titusville Intermediate - Sue Ramsden

Arlington Middle - Carmine Anastasio

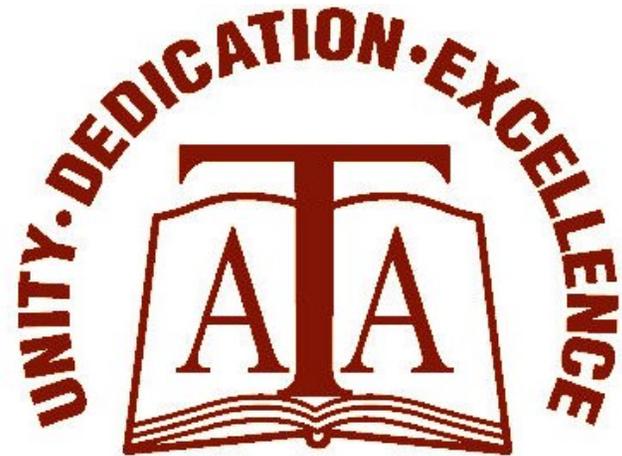
LaGrange Middle - Steve Bronzi

Union Vale Middle - Donna Curran

Arlington High - John Filor, Noreen Mills-Martin



A Survival Guide for New Teachers



*Provided by
The Arlington Teachers' Association*

Arlington Teachers' Association
(845) 454-7002
www.arlingtonteachers.com

2012 - 2013 ATA Leadership

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Bob Maier

First Vice President:

Greg Nieman

Second Vice President:

Steve Hertzog

Treasurer:

Kathleen Blank-Cicala

Chief Negotiator:

Donna Dorrier

PR Committee Chairperson:

Kristi Bogaczyk

Community Action Chairpeople:

Betsy Marshall

Robert McHugh

Welfare Trust Chairperson:

Ron Higgins

Media Specialist:

Sam Falk

Webmaster:

Dave Moss

How do I maintain my certification?

Prior to February 2004, new teachers received a *provisional certificate*, and then, after five years, a *permanent certificate* which never expired. Today, new teachers are awarded an *initial certificate* which is valid for five years. After that they can receive a *professional certificate*. For that a teacher must have three years of teaching experience, obtain a master's degree and have been mentored. The Arlington district will provide you with a mentor during your first year, and should report this to the State.

Once you receive a *professional certificate* you are required to complete 175 hours of professional development every five years in order to maintain your certification.

Activities such as faculty meetings and conference days count toward this. The Arlington district will provide more than the required number of hours in this way, and report them to the State.

All teachers should keep a personal record of their certification, and update these records on the State's TEACH database. This, and certification information, can be found at <http://usny.nysed.gov/teachers>.

tenure had previously been awarded in another district in the state.) This means that during that period they may be dismissed at any time. In order to make a determination as to whether the teacher should receive tenure at the end of this period, he or she will be observed by an administrator at least two times a year. Each observation should be followed by a written report within eight days and a conference to discuss the report. Tenure is granted by the Board of Education on recommendation of the Superintendent, following these observations and review of the probationary teacher by the administration at his or her school.

Why does tenure matter?

Once a teacher has tenure he or she cannot be dismissed without due process, which means that charges must be made in writing, and an impartial hearing takes place with legal representation. A tenured teacher cannot be fired for arbitrary reasons such as political connections, or cost-cutting, but tenure does not protect a teacher from losing his or her job if the position is abolished and he or she is the least senior person in that tenure area.

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Union Business

What is the ATA?

The Arlington Teachers' Association (ATA) is the exclusive bargaining agent for the more than 725 active certified educational professionals and 370 retired members that it represents. The union negotiates, administers, and enforces collective bargaining agreements; protects the rights of staff through the grievance and arbitration process; and engages in political activity on behalf of its members and students. It also provides dental, vision, and personal health benefits through a Welfare Trust fund.

How do I contact ATA leadership?

Every building has several members who serve as ATA representatives. These individuals act as liaisons between the members in their building and the union's leadership. A list of senior building representatives can be found on page 14.

In addition, the ATA's office is located at 46 Davis Avenue in Poughkeepsie and is open

How do I arrange to take a sick day?

The Arlington district uses a system found at www.aesoponline.com to keep track of sick days and assign substitute teachers. All new employees should be assigned an ID (usually your phone number) and a PIN that are used to log on. *Make sure to try this out before you are actually sick, and don't lose your logon information!*

Professional Concerns

What is seniority?

If a school district abolishes positions, seniority by tenure area is the sole criterion in determining which employees are laid off, and subsequently recalled should a vacancy occur in that tenure area. Seniority rights are based on your probationary appointment in a specific tenure area.

What is the process for receiving tenure?

Generally, new teachers are "on probation" for the first three years. (It is for two years if

Days Off

How many sick/personal days do I have?

You receive 15 sick days and 2 personal days annually. Unused sick days roll over to the next year and are accumulated. One unused personal day can be rolled-over to the next year, and a second unused personal day is converted in to a sick day.

After their first year of employment, members requiring additional sick days, such as for maternity leave, are eligible to participate in the Sick Bank. Contact Debbie Fealey (dfealey@acsdny.org) at the high school for more details.

How is a personal day used?

Personal days are intended to be used to attend to personal matters that cannot be accomplished except during school hours. They may not be used to extend regular school vacations. Teachers requiring a personal day should notify their principal in writing at least three days prior to the day. The reason for taking leave should be written as "personal business."

from 12 to 5 p.m. any day school is in session. The office can be reached by calling (845) 454-7002 or emailing ATA4547002@aol.com.

The ATA also has a web page at www.arlingtonteachers.com and a Facebook page.

What other unions is the ATA affiliated with?

Our local union is a part of the 600,000+ member New York State United Teachers (NYSUT). We are also affiliated nationally with the American Federation of Teachers (AFT), the National Education Association (NEA), and the AFL-CIO. By joining the ATA you automatically become a part of these unions.

How can I be more informed about ATA activities?

Each month the ATA puts out a newsletter called "The Educator." You will find it in print form in your school mailbox, or online at the ATA website. It contains articles about topics such as member accomplishments and issues affecting union members. There is also a calendar of events on the back of it. You can also "like" the ATA's Facebook page to get automatic updates.

In addition, all members are welcome to

attend the monthly Executive Council meetings that are held at 4 p.m. in room 1432 at the high school. Meetings for the 2012-2013 school year will take place on September 18, October 16, November 13, January 15, February 19, March 19, April 16, May 14 and June 11.

What do my dues go toward?

Your dues are used to support the activities of the ATA, as well as NYSUT, the AFT, and the NEA. Contact the ATA treasurer for a full breakdown of union expenses. Your dues are *not* used to contribute to any political campaigns or support any government agendas.

What is VOTE/COPE?

VOTE/COPE is the non-partisan political action committee formed by NYSUT to advocate for legislation beneficial to public education and teachers. It is funded entirely by voluntary contributions. 40% of member contributions are used locally by the ATA to support the school budget and elect pro-education members to the Board of Education.

All members are encouraged to contribute to VOTE/COPE through payroll deduction.

Health Benefits

How do I find out about my benefit options?

Information about health insurance plans that are available can be found under the Human Resources menu on the district's webpage, www.arlingtonschools.org, or by contacting the Benefits Department at Central Office at 845-486-4450.

Along with medical insurance, the ATA provides dental, vision, and personal health benefits through its Welfare Trust fund. A list of participating dental providers and information such as allowable expenses can be found on the ATA webpage or by contacting Ron Higgins at the ATA office. Compensation of up to \$300 per year for vision, and \$350 for personal health expenses (such as drugstore purchases) is available.

What if I don't need health coverage?

A health insurance buy-out payment of \$2000 is available to those who have coverage from another source, such as a spouse.

Rate of \$71 per credit hour, subject to approval by the Superintendent.

In-service Credit: District-approved in-service hours are earned by taking classes offered by the district, or other institutions, such as BOCES. Lists of available courses can be found at www.mylearningplan.com and prior approval must be obtained through that site in order to be compensated. Hours are accumulated in three hour blocks to meet the 15 hour requirement for one in-service credit. Compensation is at the rate of \$71 per credit.

Extracurriculars: Advisors to extracurricular clubs and coaches of sports teams are compensated in accordance to a schedule appended to the contract.

Supervisory: Throughout the school year there are several opportunities to act as a chaperone for activities such as school dances. Average compensation offered for this is about \$70.

National Board Certification: Teachers who receive National Board certification receive \$3000 each year for 10 years. Contact Colleen Napora (cnapora@acsdny.org) at the high school for more information about the certification process.

Financial Information

How is my salary determined?

According to our contract, all teachers are paid based on their level of education, number of college credits, and years of experience. Salary schedules can be found appended to the contract.

You have the option of receiving either 21 or 26 bi-weekly paychecks. If you opt to receive 21, your yearly salary will be divided equally among those paychecks, with the last one being received at the end of June. With the 26 paycheck option, you will receive 21 paychecks equal to 1/26 of your yearly salary, and an additional "multi-pay" check at the end of June which is equal to five regular paychecks. No paychecks are received in July or August for regular teacher duties.

How can I make more money?

There are several ways to earn money in addition to your base salary.

Graduate Credit: Graduate work beyond degree requirements is compensated at the