

# Substitute Voice



February—March 2017

## These people represent YOU!

President: Peter Henry  
Vice President: Christina DeCarufel  
Past President: Pat Robertson  
Secretary/Treasurer:  
Elisabeth Lavaris  
Professional Development:  
Jan Bowersox  
Communications:  
Karin Engstrom  
At Large SEA Board Member  
David Posner  
SEA Uniserv Representative  
Temple Robinson  
Community Coordinator:  
Dan Troccoli

Association Representatives  
who attend the monthly SEA  
meetings (2<sup>nd</sup> Monday of the  
Month)

- Helen Anschell
- Darrin Hoop
- Roberta Lindeman
- Matthew Maley
- Rickie Malone
- Ida Ott
- Karen Ritter
- Edith Ruby
- Stan Straser
- Justin Vinson
- Marty Wall
- Linda Zbigley

Contact us:  
seattlesubs@gmail.com

## Assembly Representative (AR) Training

On February 3<sup>rd</sup>, nine of our AR's met with our Uniserv Representative, Temple Robinson, for an in-depth training on our responsibilities as an AR. We started out with the SEA basic duties of a school AR and decided that we needed to write our own job description. We explored some basic duties that would include:

- Checking out the SEA bulletin boards in the school's staff rooms and posting the suggested substitute plans, SSA contact information, etc..
- Making contact with other substitutes in that school.
- Introducing yourself to Building Representatives
- Responding to a substitute's concerns and finding the answers to their questions.

We spent the afternoon learning how to represent substitutes who receive Incident Reports. Please note these timelines that need to be followed:

- The school administrator must notify the substitute within 10 working days of the report.
- The Substitute has 72 hours to request an association representative.
- There should be a meeting and resolution of the issue at the school level.
- If not resolved, the Substitute has 2 weeks to request a meeting with District HR.
- If the decision is not in favor of the substitute, there is a 60 day window to grieve the decision.

## Justin Vinson wrote the following on your rights:

There are times when you may be faced with questions from an administrator. It is not a wise decision to agree to any meeting without union representation. Here are just a few FAQs on your Weingarten Rights and how you can use them.

### Won't the administrator give me a heads up if I need to call my union rep?

No, not necessarily. It is YOUR responsibility to request union representation. Do not expect that your Principal is going to remind you to request a union rep be present. The administrator is there to clear up any problems as quickly and efficiently as possible. This may not be in your best interest.

### What if no disciplinary action is being threatened?

If there is any discussion with an administrator about an investigation taking place, politely stop what you are doing and call your rep immediately. Even if s/he reassures you that the investigation is just to gather more facts or to hear the other side of the story, an investigation could lead to disciplinary action or an Incident Report.

### How do I request union representation?

If the discussion could in any way lead to my being disciplined or terminated, or affect my personal working conditions, "I respectfully request that my Association Representative be present at the meeting. Without representation, I choose not to answer any questions."

## The Battle Ground EA's Blitz! What is it?

By Stan Strasner

On February 16<sup>th</sup> and 17<sup>th</sup>, three Substitute Association Representatives – Karin Engstrom, Linda Zbigley, and Stan Strasner – went down to Battle Ground, WA to participate in a "blitz." The mission of the blitz was to interview educators in Battle Ground Education Association about the previous contract bargaining session and how the upcoming bargaining session could be improved.

On Thursday, we met and shared pizza with a few dedicated volunteers and reps from the Battle Ground area. Each table had a different team for every school in Battle Ground where we divvied up who would talk to each educator in the building. We chatted a bit about what has been happening in Battle Ground and what to expect from interviews. Then we went to our hotel and rested up for the next day.

Friday morning, we got to meet and interview educators. All educators in Battle Ground were eager and ready to talk with us about the challenges and strengths of their building, the district, and BGEA. We covered topics like contract bargaining, building climate, and leadership at the building level. "Battle Ground teachers are a unified group," stated Linda Zbigley. "In interviews, teachers were candid. They like to be heard on union and educational issues."

Overall, we learned quite a bit about organizing, contract bargaining, and representing fellow educators. We all found the blitz was an amazing opportunity to get out, get active, and get connected with other educators in Washington. Karin Engstrom shared that the blitz was an "insightful experience. It lets us know we are not alone. Isolation is the corporate strategy for fear."

## Notes and Thoughts to Share

### **Scholarship Opportunities:**

Sharon Peaslee, former School Board Member, is now an active member of our Substitute Association. She wants people to know about PESB (Professional Educator Standards Board) scholarships and support offered by this state agency. The Educator Retooling Conditional Scholarship Program covers up to \$3,000 per endorsement add-on for teachers (substitutes included). They offer other ways to find funding for those who are seeking certification. Go to their website: <http://pathway.pesb.wa.gov/home>

### **In her Substitute Training during New Hire Orientation, Jan Bowersox emphasizes:**

1. You are a professional educator.
2. Introduce yourself to neighboring teachers & security to establish contacts in case of emergency.
3. Write down the number of the main office in your cell phone and next to the classroom phone.
4. Make sure you have a seating plan and/or list of students to keep as a record.
5. On the Aesop assignment, look for an envelope icon to write your report. It will send a copy to your SPS email to keep as a record.

### **Notes from Peter Henry's Monthly Report:**

**Labor/Management Meeting on Jan. 31** – We may have a resolution on district requirements for dropping jobs via AESOP. We discussed safety concerns (what training/notice is required for subs who are working with potentially dangerous students), progress towards better job descriptions in AESOP, and state scholarships available to improve certification in special-needs areas. I submitted a list of questions that need answers. The district realizes that contract language calls for a full day of pay for cert sub jobs over 3.5 hours in length. Implementation needs to be discussed. The 1.1 FTE grievance at Rainier Beach HS may be settled – I am awaiting a response to an email I just sent, to test the proposal.

**Sub Shortage Task Force** on Jan. 18 – There are 10 emergency cert. subs, hired to work in “day of” sub jobs in south-end schools. The district is considering streamlining of hiring retired teachers as subs. We are trying to advance the idea of the district hiring a group of experienced subs who are willing to be “on call” for jobs available on the same day. This directly addresses the main problem of placing subs in last-minute jobs.

### **Other notices:**

- The new SPS Sub Handbook is online: <http://www.seattleschools.org/cms/One.aspx?portalId=627&pageId=14849> Under tasks/resources for subs, click on “Substitute Handbook”
- Until the issue of what a “half day” consists of is negotiated, we recommend that cert. subs who work 3.75 hours or more advocate for getting paid for a full day, as stated in our contract.

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<https://www.facebook.com/groups/SeattleSubs/>

Save these dates for your calendar:

- ♦ March 8, 2017—International Women’s Day. Go to: <https://www.internationalwomensday.com/Theme> #BeBoldforChange If you know of an event, please contact [seattlesubs@gmail.com](mailto:seattlesubs@gmail.com)
- ♦ March 20, 2017—deadline for Sub Friendly School nominations
- ♦ March 23, 2017—SSA General Meeting—4:30 to 7:00 pm—at SVI (Seattle Vocational Institute) on Jackson near 23rd. Light supper will be served. Notice with an RSVP link will be sent out through the Substitute Office (please do not reply to that email) and our Mail Chimp list. Our speaker, Veronica Gallardo, will train us on “Knowing Your Rights”.
- ♦ June 8, 2017—End of year celebration and picnic. We are planning to return to the shelter at Woodland Park to complete the school year.

Our February 1st Professional Development Day is featured on the first page of the District website.  
Go check out the photos and article.