



THE VOICE



United Teachers of Pasadena

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Welcome to Your 2013-14 School Year!

Adapted from "Back-to-School Checklist: Organizing for Success" by Cara Pitterman, <http://www.scholastic.com/teachers/article/back-school-checklist-organizing-success>

A successful classroom invites students to question and explore. "Having a place for everything and making them known to students will allow the environment to be functional and easy to control."

Designing Your Learning Environment

- ◆ Organize your classroom in a way that is conducive to learning.
- ◆ Give your space personality as well as structure through extras like bulletin boards, plants, and posters.
- ◆ Follow practical safety precautions in furniture placement.
- ◆ Be flexible and willing to adjust to your students' needs.

Establishing Rules

- ◆ Select a few meaningful rules for success.
- ◆ Clearly state how rules will be enforced.
- ◆ Post class rules in a place where all students can see them.
- ◆ Get the word out to parents.
- ◆ Remember that it takes time to get used to new rules.

Accommodating All Students

- ◆ Engage students in active learning.
- ◆ Watch and learn: walk around and observe while students are working independently.
- ◆ Support students with Limited English Proficiency and those with learning disabilities by communicating with parents and support providers and planning with all students in mind.
- ◆ Believe in your students.

Setting a Plan for Success From Day One

- ◆ Get to know each other during the first days through stories, ice-breakers and games.
- ◆ Make lessons fun and active.

Promoting Collaboration Between Colleagues

- ◆ Introduce yourself and ask questions.
- ◆ Be part of a support structure.
- ◆ Collaborate.
- ◆ Don't forget about the office, the cafeteria, and the janitorial staff.

Attaining Personal & Professional Development

- ◆ Test out teaching strategies based on student feedback.
- ◆ Keep a professional portfolio.



Membership Update

Stephanie Cosey, Membership Chair

As the 2013-14 year begins, United Teachers of Pasadena Membership Committee would like to extend a welcome to new and returning members and provide an overview about your membership. Dues are taken out every month from October to July paychecks (10 months) for three different union memberships:

- United Teachers of Pasadena (UTP), your local union representation;
- California Teachers Association (CTA), your state union representation, and
- National Education Association (NEA), the national union representation.

Remember that even though dues are taken out of your paycheck, you are not automatically a member of the association. You must fill out and sign a CTA membership form in order to become a member. **If you have not done so already, request the membership form from your Site Representative or directly from the UTP office.**

Your dues pays for membership in all three associations, provides legal services, and offers a host of discounts on products and services only offered to CTA and NEA members. **Look out for member benefit information every month for your chance to be entered into a monthly raffle.** Check out the UTP website to see what goodies and perks are featured for you!

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YOU are the UNION!

UTP's Mission

The United Teachers of Pasadena (UTP) strives to **empower** its members so that they may provide the best **conducive educational environment** for the students of the Pasadena Unified School District. The UTP endeavors to **raise the standards of the teaching profession**, secure competitive **salaries and benefits**, better the **working environment**, strengthen the **contract**, and improve **communications** between unit members and the PUSD administration.

The UTP Voice is a monthly publication created by UTP's Communications Team. We welcome your input!





Local Control and Common Core: The New Bargaining Environment

President's Message — by Alvin Nash



Welcome to a new school year! This year, "new" has a whole new meaning. The operation of Pasadena Unified School District will undergo profound

changes. United Teachers of Pasadena will address any resulting challenges through the rights guaranteed by the Educational Employment Relations Act (EERA).

The New Local Control Funding Formula

Beginning in 2013-2014, the Local Control Funding Formula (LCFF) will permanently shift most state categorical funding to unrestricted status and add additional funds for low income and English language learner students. This will result in increased general fund monies along with competing priorities for those dollars. The specifics of the LCFF will be covered in future bargaining updates; however, these changes will immediately and dramatically alter the bargaining environment familiar to UTP.

No school district will receive less than it did in 2012-2013. The vast majority of school districts, including Pasadena

Unified, will receive moderate to significant funding increases with the implementation of the LCFF. In PUSD, funding levels are projected to grow by approximately \$303 per student (\$5.4 million) in 2013-2014 and by approximately \$3,852 per student over the following four years of Formula implementation.

UTP expects that it will encounter differing member opinions, especially with regards to desires for specific programs or projects and needs at different grade levels or core subjects. These differing opinions are not new and exist under any funding formula and in every bargaining cycle. Airing ideas, analyzing alternatives, discussing available options, and creating and participating in the process are essential to the democratic functioning of our union and will strengthen our advocacy for public education in Pasadena Unified.

UTP will have increased ability to negotiate the programs that students actually need, rather than have the decisions made by those who are not in the classroom. UTP will consult with the District regarding the tenets of appropriate education for PUSD students, in

addition to negotiating for the education program and objectives that the teachers, in their knowledge of local conditions and in the exercise of their professional judgment, believe are best for their students.

The Implementation of Common Core State Standards and Smarter Balanced Consortium Exams

In 2010, California signed on to the Common Core State Standards (CCSS), marking a significant shift in teaching what students should know and be able to do. California is a governing member of the Smarter Balanced Assessment Consortium (SBAC) and will adopt its new computerized testing regime. Challenges will arise around these simultaneous changes that we must be prepared to meet.

UTP will have an active voice in decision-making about educational objectives, curriculum, content, and textbooks to be used for CCSS and SBAC. Mandatory scope issues that surfaced during the consultation process, including collaboration and planning time, class size, and professional development will be

addressed through bargaining.

UTP will follow the Listen, Plan, Act, Evaluate model to determine members' needs, to effectively implement CCSS and to administer the SBAC exams. Issues raised that may impact wages, hours, and other terms and conditions of employment, will be bargained by UTP.

UTP will act confidently and proactively, pertaining to changes that are within the mandatory scope of bargaining when addressing issues.

We must determine how best to advocate for our members and students. UTP will take the initiative and aggressively use every tool at our disposal. The best decisions are made when UTP members are participating at every step.

Bargaining is the appropriate, tested and proven process that legally requires the District to work with UTP.

We are ready to meet any challenges and to actively listen and engage all members and stakeholders as we implement a new instructional framework for the 21st century.

General Information

UTP Office:

United Teachers of Pasadena
2303 E. Washington Blvd.
Pasadena, CA 91104
(626) 798-0928
(626) 798-5452 fax
aenash@sbcglobal.net
utplara5@yahoo.com
www.utofp.org

UTP Officers:

Alvin Nash, President
Karen Kobey, Vice President
Stephanie Cosey, Secretary
J. Manuel Carcido, Treasurer

UTP Area Directors:

Bernadine Burgess, Elementary I
Lorna Washington, Elementary II
Tina Renzullo, Elementary III
Yolanda Munoz, Elementary IV
Middle School (*vacant*)
Carol Locke, High School

Frequently Requested

P.U.S.D. Numbers:

P.U.S.D. Ed Center (626) 396-3600
●Human Resources ext. 88380
●Health Benefits ext. 88144
●Substitute Line ext. 88382
●Payroll ext. 88360

Frequently Requested Numbers:

CAL STRS (800) 228-5453
CTA Group Life and Disability Insurance (800) 522-0406
CTA Auto and Home Insurance Program (800) 800-9410

Important Dates

- August 22 — Back to School Night, **Jefferson**
- August 26 — Representative Council, 4pm, PHS Cafeteria
- August 27 — Board of Education Meeting, 5:30pm, Board Room
- August 29 — Back to School Night, **Eliot**
- August 30 — Shortened Day K-12
- September 2 — Labor Day, Schools Closed**
- September 11 — Back to School Night, **Norma Coombs, Don Benito, Madison, McKinley, Sierra Madre ES**
- September 12 — Back to School Night, **Altadena, Cleveland Field, Franklin, Hamilton, Jackson, Longfellow, Roosevelt, San Rafael**
- September 16 — Representative Council, 4pm, PHS Cafeteria
- September 17 — Back to School Night, **Washington ES, Webster, Willard**
- September 18 — Back to School Night, **Focus Point, PHS, Rose City**
- September 19 — Back to School Night, **Blair & Muir**
- September 19 — Board of Education Meeting, 5:30pm, Board Room
- September 21 — CTA Service Center Legislative Breakfast & Leadership Conference, Pomona
- September 26 — Back to School Night, **PALS**
- TBD — Back to School Nights for **Marshall, Sierra Madre MS, Washington MS, Wilson MS**

September 15-October 15 is Hispanic Heritage Month!



Know Your Contract: State Testing Schedules, Layoffs

by Karen Kobey, Contract Management Chair

IMPORTANT CHANGES:

Elementary and Middle Schools

- ◆ Teacher/Parent Conference month is now October (instead of November).
- ◆ Teacher/Parent Conference day shall be on October 18 (instead of November 8).

Evaluation Timeline Changes (affecting everyone)

- ◆ The goal planning conference shall be held no later than September 30 (instead of October 31).
- ◆ The summative evaluation must be completed, and a conference held, no later than April 15 (instead of May 15).
- ◆ Basically, the timeline has moved up for each step in the evaluation process and in the PAR process—see Article VIII, Evaluation Procedures, at utopf.org for more information.

SEPTEMBER PAYCHECK

ARTICLE XIV, Salary and Salary Schedule Rules and Regulations

Ten (10) month unit members working their entire year receive their first salary warrants for work performed in the fiscal year on the first (1st) working day in September and their last salary warrants on the first (1st) working day in July. The monthly salary is one-eleventh (1/11) of the annual salary. (Section 14.3.1)

Eleven month (11) month unit members working the entire year receive their first salary warrants on the first (1st) working day in August and their last on the first (1st) working day in July. The monthly salary is one-twelfth (1/12) of the annual salary. (Section 14.3.2)

The first paycheck, which you will receive on September 3, will appear larger than expected because the district will not be taking out some deductions, such as UTP/CTA/NEA dues and health benefit deductions. Those deductions, however, will resume in October. It is much less complicated to take those deductions tenthly, as opposed to eleventhly.

Please review your September paycheck carefully to make sure that you are being paid correctly—on the correct step and column of the salary schedule.

Honoring Our Retirees!

By Karen Kobey, Social Activities Chair

United Teachers of Pasadena is excited to celebrate those who retired this summer!

Thank you, retirees, for the years of hard work, joy, and creativity you have given to Pasadena's students, colleagues, and community!

Recently Resolved Grievances

#121010 – Violation of Article XI, Safety. Unit member has been repeatedly injured by a special education student. District not willing to provide a 1:1 aide. ***District shall continue to provide annual training regarding policies and procedures to follow when work-related injuries occur; unit members shall sign annually to indicate that they have received said training.*** (Formal Level Three)

#130412A – Misapplication of Appendix A. District has paid unit members at the supplemental hourly rate instead of being paid 20% of salary for a high school class held after school; students receive credit and a grade for this class. ***District shall provide a Formal Level Two written response. District shall provide a letter to those affected explaining the change in the rate of pay. District shall post all future openings/vacancies for credit recovery classes, in accordance with Article VII; postings shall include the rate of pay.*** (Formal Level Three)

#130412B – Violation of Article XIV, Salary and Salary Schedule Rules and Regulations, and Appendix A, Certificated Salary Schedule. District did not give unit member 16th year increment until her 18th year. ***Unit member shall be paid no later than July 10, 2013, a total of \$8,296.20 (the amount equal to two years of 16th year increment).*** (Formal Level Three)

#130423 – Violation of Article VI, Hours. District has not provided 10 minute morning physical relief break and 30 minute duty-free lunch to a unit member. District is requiring unit member to perform tasks outside the scope of her duties. ***Unit member to be paid for one day at per diem rate of pay.*** (Formal Level Two)

#130520 – Violation of Article VII, Transfers and Reassignments. District arbitrarily and capriciously assigned a teacher to the only self-contained classroom for the 2013-2014 school year. ***Unit member received an amended notice of assignment; no unit member was assigned a self-contained classroom.*** (Formal Level One)

#130606 – Violation of Article VII, Transfers and Reassignments. District is not following proper procedures in attempting to involuntarily transfer a member. ***By the end of the fourth week of school, if the master schedule accommo-***

dates the unit member's credential/ authorization, then the unit member shall return to PHS—with the understanding that unit member must pass CSET in order to remain at PHS after the 2013-2014 school year. If unit member is not returned to PHS but does pass CSET, she shall have first rights to a vacancy/opening at a high school. (Formal Level Three)

#130610 – Violation of Article XV, Health and Welfare Benefits. District has not provided reimbursement to a unit member whose instructional materials were destroyed by flooding in the classroom. Unit member purchased materials and received approval for materials prior to the loss of them. ***Unit member shall be reimbursed \$2200.00 no later than August 14. Unit member shall sign the Release of All Claims form no later than July 23.*** (Formal Level Three)

#130611 – Violation of Article VIII, Evaluation Procedures. Evaluator did not complete a formal observation and post conference prior to May 15; summative did not include analysis of the formative process. Evaluator used incorrect form. ***All 2012-2013 observations and evaluations shall be removed from the site and personnel files and destroyed. Unit member shall be evaluated in 2013-2014 school year.*** (Informal Level)

#130613 – Violation of Article VIII, Evaluation Procedures. Evaluator did not provide summative evaluation on or before May 15. ***The summative evaluation for 2012-2013 shall be removed from unit member's personnel file and destroyed.*** (Formal Level Two)

#130625 – Violation of MOU, Summer Programs and Special Education Summer School (dated 3/15/13). District sent a memo indicating that ESY unit members must work July 3rd and July 5th to be paid for July 4th; the MOU states that July 5th is a day off and that ESY unit members shall be paid for July 4th. ***An amended memo will be sent to all impacted unit members stating they will be paid for July 4th. A memo shall be sent to all affected unit members at their respective site stating that July 5th is a non-work day for all UTP bargaining unit members. Each memo shall be given to unit members by June 28, 2013.*** (Informal Level)

Carolyn Green (Longfellow Elementary)

Devi Mattai (Washington MS)

Christine Shannon (McKinley)



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Union Code of Conduct

- I will not criticize any union member except to the individual directly.
- If any member is being criticized in my presence, I will confront the criticism and ask that it stop.
- I will not participate in any conversations with management that criticizes or negatively speculates about any union member.
- I will settle my differences with members within my union.
- I will engage in debate, offer others every opportunity for debate, and respect minority viewpoints. I will, however, observe and support the majority mandate of my union.



Welcome New Members!

Marshall—Rebeca Cuellar

Marshall—Sophia Elhatem-Sabawi

Marshall—Fara Valentine



Welcome New Site Reps!

Cleveland -
Christine Chang

Focus Point -
Robert Sortino

Jefferson -
Candi Cooper-Horn &
Kathy Marquez

Madison -
Patricia Guzman

Washington Middle -
Gretchen Pinto

Willard - Mark Perttula

Wilson - William Medina

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Home Loan Consultant

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Pete@RateOneFinancial.com
www.MeetwithPete.com
DRE Lic. # 01496367 NMLS ID # 254904

Century 21
VILLAGE REALTY

Nathalie Marles
Real Estate Professional

(626) 921-8148

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