

# P.E.A. Patch



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November, 2015

## A note from your president

It is hard to believe a third of the school year has passed! Our members have greeted families at back to school night, open house, and October conferences. November signals change, not just with the weather or slowly shrinking amount of daylight, but a change of direction for teachers. We have worked hard to establish communication with parents, classroom routines and expectations but more importantly meaningful relationships with students. For the remainder of the year let's shift focus to back our classrooms, our teaching and what we know is best for our students.

**Enjoy a well deserved Thanksgiving with family and friends!**



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**National Education Association**

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**Facebook: Peninsula Education Association**

## SCHOOL BOARD ELECTION RESULTS—November 3, 2015

Voters in the Peninsula School District turned out in record numbers this November. Our percentages in Peninsula were one of the highest in Pierce County and surpassed statewide participation as well. Thank you for exercising your right to vote and encouraging others to make informed decisions about our elected leaders. High voter turnout shows we are vested in our community and that every vote does make a difference.

Congratulations to the newly elected board members, they join incumbent David Olson and officially take office at the December 3rd school board meeting—6 PM at the district office.

- **District 1—Marcia Harris**
- **District 2—Deb Krishnadasan**
- **District 3—Rand Wilhelmsen**
- **District 4—Leslie Harbaugh**
- **District 5—David Olson**



PEA would also like to thank outgoing school board members Wendy Wojtanowicz, Matt Wilkinson and interim board member Jerry Gibbs for their service to the students, staff and community members that make up Peninsula School District.

## Are you missing out on NEA benefits?

This summer I was surprised to find out my youngest son wasn't listed as a beneficiary on my NEA Complimentary Life Insurance! Are your beneficiaries up-to-date?

Go to: <http://www.neamb.com/insurance/nea-complimentary-life-insurance.htm>

While you are there, check out all the travel, shopping and entertainment deals at:



## Know your contract!

### Section 5.5. Preparation Periods

Our contract is very clear, *“planning time is a vital part of each teacher’s day and will be protected by this contract”*. That is why the district and association must both approve a planning time waiver (CBA 5.5 F). Basically, planning time is your time to direct.

### Section 5.14. Covering Classes

If you are asked to cover a class during your prep period / planning time or if you are an ESA or certificated non-classroom teacher and are asked to suspend your normal job duties to provide coverage you should be compensated.

### How does that work?

- Employees may be required to use 2 planning periods per year to cover classes
- After the 2 required coverages, if volunteers are not available, staff may be assigned on a rotating basis.
- RATE OF PAY: Coverages 1 to 4: \$30 per hour. After the fourth, pay increases to \$40 per hour.
- Submit a time sheet with your office manager.
- Watch your pay stub to make sure you have been paid - (Extra pay is due in the payroll office by the 10th of each month Example: Extra hours worked Sept 11 to October 10 were paid in the October paycheck)

*\*Specialists or teachers who are asked to “double up” or teach 2 classes at the request of the district / administration because a substitute is not available, should be paid the appropriate hourly rate for providing the extra coverage.*

### SHARE YOUR STORY!

As I visit buildings and talk with staff, it is clear each and every PEA member has a passionate and personal story to tell about their classroom or experiences working with students. Educators are the heart and soul of schools and we need to hear from you! Your perspective on changes in education, new federal or state mandates and even district initiatives is missing in the decision making process.

Facts, figures and data only tell part of the story and leave out a key ingredient, the human factor. In order for state officials, local school boards and district and school leadership teams (including PEA ) to make informed decisions, they need to know how it will impact teachers and students. Essentially, they need to understand what is happening in the classroom?

If you haven't already, please consider completing the PEA *Concern Survey and Opportunity to share your story*. The survey is a Google form that **DOES NOT require logging into Google Docs** and the results go to an association account separate from PSD. PEA would prefer that the survey be taken on a **personal device**. Personal stories or concerns will not be shared without permission.

<https://docs.google.com/forms/d/12SSlh8qAUJWBOKVwWLCsGb-TsidhltOqmlXQrso1kbg/viewform>

### Substitute Online:

Did you know that the reason for an absence menu has changed? Sick days and personal days are separated out in addition to other types of leave you may need to take. It is important to select the correct reason for an absence as our contract has different provisions and HR has different documentation procedures.

**Personal Days**—You get 3 personal days per year and you should give at least 24 hours notice, when possible. Read the contract as there are restrictions around holidays that require **pre-approval** and there are only 4 spaces available on each day before or after a holiday or break. You can also bank up to 5 days and must have pre-approval to use all of them at one time. You can fill out a leave form and submit it to your office manager / supervisor.

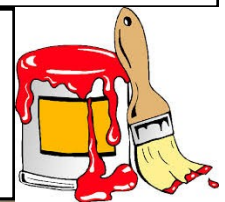
**Sick Leave**- Sick leave applies for your own illness, injury or medical appointments, those of your child and parents, parent-in-law, spouse, domestic partner, grandchildren or grandparents. After the 4th consecutive day of sick leave, you may receive an e-mail from HR stating “an employee shall provide **reasonable proof** of leaves taken for illness or injury”. An e-mail or phone call to HR will satisfy the reasonable proof. If your illness or recovery lasts longer, you may qualify for FMLA and that requires an additional application and doctor verification form. When in doubt, just call and ask HR and/or PEA.



### Have any painting projects that need to be completed?

I'm an experienced interior and exterior house painter. I am quick, efficient, and dependable. I will give you a great bid.

Contact, Andrew Sams, Purdy Elementary. 425-941-7222.



### Looking to get away during Mid-Winter Break?

**FOR RENT:** February break @ Whistler!

Located in the heart of Whistler Village @ the Holiday Inn. Includes, parking, ski storage and access to spa in the Holiday Inn. Studio Unit sleeps 4 comfortably. Includes full kitchen, full bath, and washer / dryer in unit.

**Check in:** Sunday February 14th

**Check out:** Sunday February 21st

**Cost:** Full week rental 1,225.00 (7 nights @ 175.00 per night or fewer nights @ 200.00 per night, minimum of 4 nights.)

**CONTACT:** Brenda Aston by Phone: 253-732-4700 or email: [theastons@harbornet.com](mailto:theastons@harbornet.com)



Have IDEAS for the next P.E.A Patch?  
Want to submit an article or advertise something?  
Email: [president@pea.comcastbiz.net](mailto:president@pea.comcastbiz.net)

**Student Discipline – here’s what you need to know!**

With many class sizes at contract max in upper elementary and secondary classrooms, student discipline can be a concern. Knowing Washington state law, PEA contract language and district and building discipline policy will help you get the support you need to ensure that the “optimum learning atmosphere of the classroom is maintained”.

**Washington State Law:**

**You have the right to exclude disruptive students from your classroom for the remainder of the day and up to the following two days for EACH disruptive event.**

The purpose of this law is for you to have a tool to protect the learning environment for the other students in your class. Under the law, you must have tried other interventions first (except for emergency situations), but those interventions could have occurred on prior days. The student cannot be returned to your class without your permission, or until you and your administrator have met to discuss how to deal with the behavior.

When you use this tool, be sure to inform your principal that you are exercising the “two-day exclusion law” so that it’s clearly understood what you’re doing. There is no limit as to the number of times you use this exclusion, except for students on a behavior IEP. If the student has an IEP for behavior (not just an academic IEP), then you’re limited to excluding him/her for up to 10 days per year. Important note: Under **NO** circumstances can any disruptive student be returned to your room prior to the end of the class period, unless you have given your permission. (RCW 28A.600.020)

**State law requires the school to inform teachers of any incoming transfer student’s history** of disciplinary actions, criminal or violent behavior, or other behavior that indicates the student could be a threat to the safety of educational staff or other students. (RCW 28A.225.330)

**Principals must communicate the disciplinary action** taken by the principal to the school personnel who referred the student to the principal for disciplinary action. (RCW 28A.600.020)

**A student committing an offense such as an assault, malicious harassment, malicious mischief, or other crimes against a teacher shall not be assigned to that teacher’s classroom** for the duration of the student’s attendance at that school or any other school where the teacher is assigned. (RCW 28A.600.460)

**You have the right to report a student to the police** if that student has threatened or assaulted you. Just because you are a teacher, you do not give up your rights under the law as a citizen.

**You have the right to obtain an anti-harassment protection order against a student (or a student’s parent)** if those individuals engage in behaviors that are abusive; threatening; seriously alarm, annoy, or harass; or would cause a reasonable person to suffer substantial emotional distress. (RCW 10.14.020)

**PEA Contract Section 5.16 Student Discipline:**

A. An employee shall have the right to remove a student from class when the employee deems such action necessary to maintain order and discipline. Removal at elementary level shall be for all or any portion of the balance of the school day or until the principal or designee and employee have conferred, whichever comes first. Removal at secondary level shall be for all or any portion of the balance of the immediate class period or until the principal or designee and employee have conferred, whichever comes first.

B. The parties mutually agree to enforce policies and procedures for discipline as outlined in District Policy 3200, Student Rights and Responsibilities Handbook, and appropriate state statutes. During the first faculty meeting, the building disciplinary standards and uniform enforcement of those standards, as outlined in the Student Rights and Responsibilities Handbook, will be reviewed.

C. Whenever the District’s ad hoc committee is convened to review exceptional misconduct, as defined in Policy 3200, the Association shall be notified and will appoint a member to said committee.

**District School Board Policies and Handbook:**

<https://staticfiles.psd401.net/psd/documents/District/SchoolBoard/PoliciesProcedures/3200.pdf>

<https://staticfiles.psd401.net/psd/documents/District/SchoolBoard/PoliciesProcedures/3200p.pdf>

[https://staticfiles.psd401.net/psd/documents/Family/ParentResources/ParentStudentHandbook/Parent\\_Student\\_Handbook.pdf](https://staticfiles.psd401.net/psd/documents/Family/ParentResources/ParentStudentHandbook/Parent_Student_Handbook.pdf)