

Committee Makes Recommendations to Reduce Teacher Workload

A twenty-member committee—consisting of teachers, supervisors, parents and community representatives—presented its findings to the Howard County Board of Education on June 26, 2003. The group had packed a year's worth of work into three months, meeting weekly and sometimes more often.

"This was an enormous undertaking," said HCEA President Joe Staub of the committee's efforts. "Our report outlines in great detail the concerns of classroom teachers related to workload, planning time and assessments."

Committee members analyzed stacks of data collected from teacher interviews, the HCEA Job Satisfaction Survey, discussions with Central Office staff and its own "On-Line Questionnaire". Joe Staub and committee co-chair Mark Stout, HCPSS Social Studies Coordinator, presented the general conclusions to the Board of Education:

- There is a lack of teacher involvement in the design phase of some system-wide initiatives. The initial development of the Student Support Plan was cited as an example.
- There appears to be a lack of consistency from school to school in the implementation of system-wide initiatives. The Kid Talk/IIT process was cited as an example.
- At some schools, meetings appear to infringe on planning time and time beyond the workday for teachers.
- There are significant differences in the number of student support plans from school to school.

- Teachers are confronted with excessive administrative paperwork, some of which is repetitive and not automated.
- There is an increasing number of required assessments, which adds to time needed for preparation, scoring, and analysis by teachers.

More than four hundred recommendations were identified by the committee for addressing teacher concerns. These were categorized and organized, combined and re-worded. The committee's final report includes sixteen short-term and six long-term recommendations designed to reduce paperwork, streamline testing and data collection, and provide the planning time needed for teachers to individualize instruction to meet the needs of all students.

"Implementation of the Committee's recommendations to ensure teacher input into new system initiatives, eliminate meetings during planning time and beyond the duty day, and reduce paperwork will go a long way to addressing the concerns of our classroom teachers," concludes HCEA President Joe Staub. "For a copy of the complete report of the "Committee to Study Teacher Workload, Planning Time and Assessments" visit the HCEA website at www.hceanea.org.

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HCEA Welcomes 400 New Members

HCEA welcomes new teachers, counselors, psychologists, instructional assistants, secretaries and other education support professionals to the Howard County Public School System for the 2003-2004 school year. If you have a friend or colleague who is not an HCEA member, encourage him or her to do what over 4,000 HCPSS employees have done—join the Howard County Education Association.

Erin Abrams	Karen Carter
Noreen Ali	Donna Cerbo
Jacquetta Alston	Marc Cholnik
Jodi Avis	Kristen Chrobak
Trisha Backes	Jamie Clouse
Andrea Bakalar	Anna Coggiano
Ira Baker	Mike Cohee
Amy Baldwin	Leela Collins
Lisa Balmages	Margaret Condon
Karma Barfield	Rebecca Conley
Janette Barnes	Sarah Connolly
David Barnett	Brian Cooke
Christine Barrett	Gisela Cooke
Michelle Bassler	Andrea Coombs
Stephanie Bateman	William Cosentino
Virginia Battista	Rachel Coutts
Joyce Bayer	Brianna Creed
Melissa Bear	Randy Curtin
Chris Beil	Christy Curtis
Maddy Bencivenga	Lilla Curtis
Bridget Bevere	Cheryl Dayball
Susan Bildner	Jacquelyn De Bella
Bridget Birago	Tara De Capite
Elizabeth Blackert	Cheryl Decker
Catherine Bloedorn	Veronica Denis
Naomi Bonano	Nelson Dennis
Cynthia Bonus	Patrick Dennison
Sarita Bradford	Kiersten Dilley
Evelyn Bradley	Rebecca Dinicola
Timothy Brady	Nia Dixon
Karyn Brandel	Joanna Dove
Angela Bright	Iris Drimmer
Anne Bronstein	Leslie Dunn
Barbara Brown	Jessica Duquette
Lorien Brown	Holly Eckard
Phillip Brown	Leslie Ellis
Gregory Bulger	Scott Ellis
Suzanne Bunce	Sandy Elmendorf
Silvia Butcher	Scott Engler
Kimberly Butler	Ginnette Ercole
Sabrina Caffey	Patricia Ewart
Rosa Campbell	Boyd Fahringer
Janet Carbarry	Candyce Fales
Patricia Carson	Stacey Fern

Marilyn Hunter Joins HCEA Staff

Marilyn joined NEA in 1977 and served as a member of the House of Delegates in the United Teachers of Los Angeles. As a Building Rep for what she believes was the second largest elementary school in the US at the time (2500 students), she became an advocate for teachers and support staff who were being exposed to asbestos in a school renovation project.

Family ties brought Marilyn back to Maryland where, after teaching in Baltimore City for several years, she worked for a non-profit in the field of occupational safety and health and indoor air quality. She helped write the AHERA regulations that protect staff and students from asbestos exposure in schools and was an AHERA-certified trainer for custodians and maintenance staff.

Marilyn has worked for MSTA for 14 years. Her main focus has been membership, communications and organizational development for MSTA's ESP locals. She also served as staff liaison to the MSTA Women's Concerns Committee. During her tenure, MSTA has received several awards for its support for women's history projects and Marilyn received the 2001 Dormapheanne Award for her service to Maryland Women's History. She

was also named by Governor Glendenning to chair the State Advisory Council on Hunger.

At HCEA Marilyn will be concentrating on communications, community outreach and public relations. She will also provide support to the HCEA Membership and Instructional & Professional Development Committees. "I'm looking forward to getting out into the buildings and meeting more HCEA members," says Marilyn. "My first goal this fall is to learn, learn, learn – about what our members are facing and how we can best help them in their professional lives."

HCEA Offers Tutor Listing

HCEA is in the process of updating its Tutor Listing. As a service to HCEA members and parents of HCPSS students, HCEA provides a listing of tutors and the grades and subject(s) taught. Guidance Counselors in all Howard County schools will be provided with a copy of the listing for distribution to parents in need of tutoring services. To obtain additional information and an application form for the HCEA Tutor program, please call 410-997-3440. This service is available **only** to active or retired HCEA members, including those on maternity leave.

HCEA Works

*The Howard County
Education Association
5082 Dorsey Hall Drive
Suite 101
Ellicott City, MD 21042*

Phone: 410-997-3440

Joe Staub	President
Ann DeLacy	Vice President
Nellie Hill	Treasurer
Estelle King	Secretary
Marilyn Hunter	Editor

HCEA 2003 Job Satisfaction Survey Results

HCEA's annual Job Satisfaction Survey was completely revamped last year to address concerns of teachers and education support professionals regarding increasing workload and paperwork.

Survey results indicated exactly what our members have been telling us for the past year, and what HCEA has been communicating to the Superintendent and Board of Education: new initiatives to improve student achievement have dramatically increased workload leading to widespread job dissatisfaction among Howard County school employees.

Over 2,200 teachers and support personnel responded to the 2003 Job Satisfaction Survey which was distributed during May of 2003. The results summarized here show that teachers and ESP support school system programs to improve student performance. However, the testing, data analysis and Student Support Plans designed by the Central Office (without input from the people expected to implement them) have dramatically increased workloads. Morale in schools has declined, and confidence in the Superintendent and members of the Board of Education is at a critically low level.

Both the Teacher and ESP Surveys also contain questions about building level issues—open communications, involvement in decision-making, and administrative support on disciplinary matters. These questions can be compared to the results for your school from previous years. Copies of individual school results are available from your HCEA Building Rep.

For a full copy of the HCEA 2003 Job Satisfaction Survey Results, visit HCEA on the Web at www.hceanea.org.

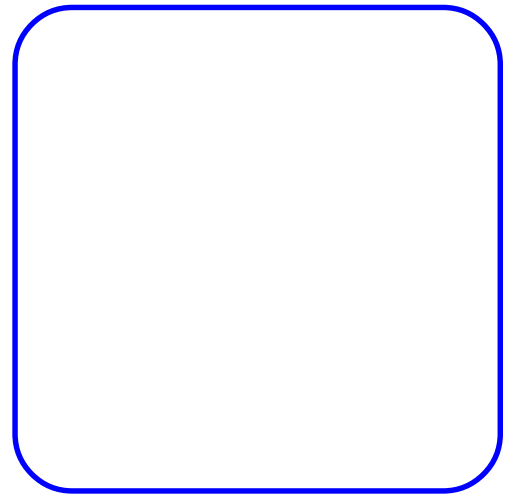
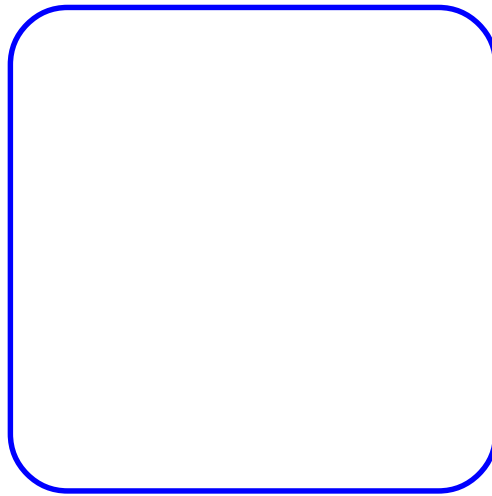
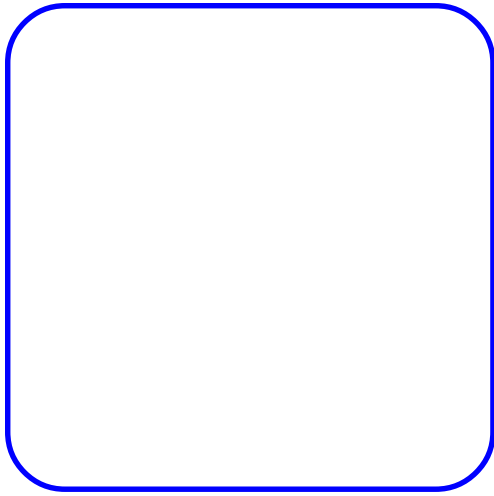
Teacher Questions

	Agree	Disagree
The Howard County Public School System should make it a priority to eliminate achievement gaps among all student groups.	83	17
Student Support Plans are a useful tool in helping all students meet or exceed rigorous standards for student achievement.	46	54
Quarterly Assessments are a useful tool for tracking student achievement and planning instruction.	64	36
Too much instructional time is spent administering assessments.	80	20
Classroom teachers should be involved in the development of all new program requirements such as Student Support Plans	92	8
Teachers are provided with adequate training, resources, support and time to introduce new curricular programs.	23	77
My workload has increased significantly over the past two years.	88	12
Staff Development activities throughout the year are meaningful and worthwhile.	42	58
I have confidence in the leadership exhibited by the Superintendent of the Howard County Public School System.	34	66
I have confidence in the leadership exhibited by the members of the Board of Education of Howard County.	50	50
Increased workload has contributed to a decline in morale during the past year.	80	20
The number of hours I must put in to do my job well is reasonable.	23	77
I plan to continue my career in education beyond the next 3 to 5 years.	74	26

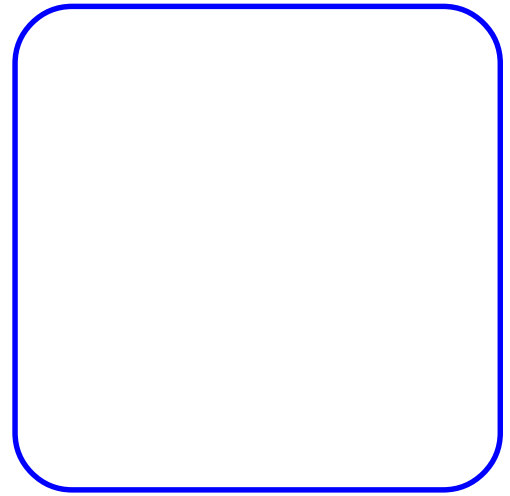
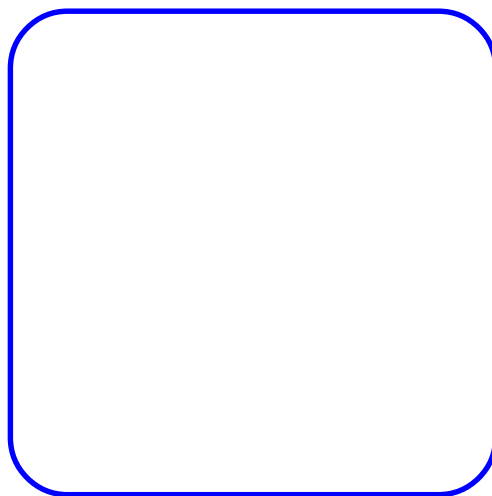
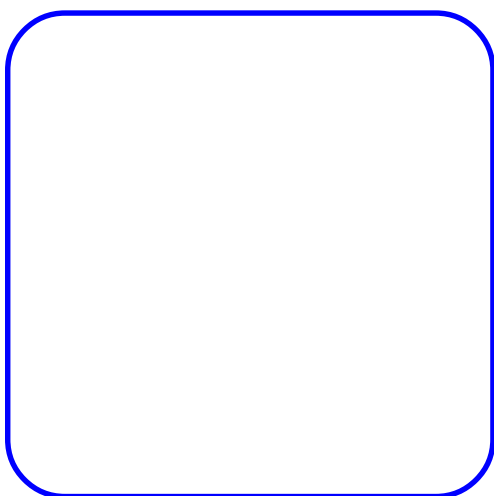
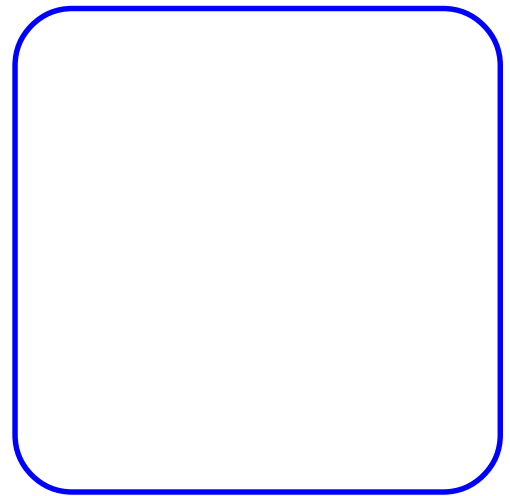
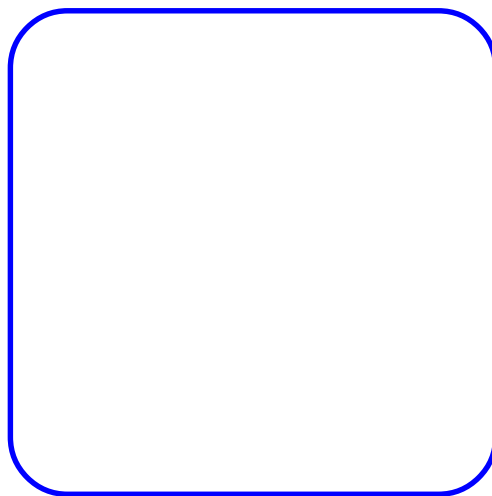
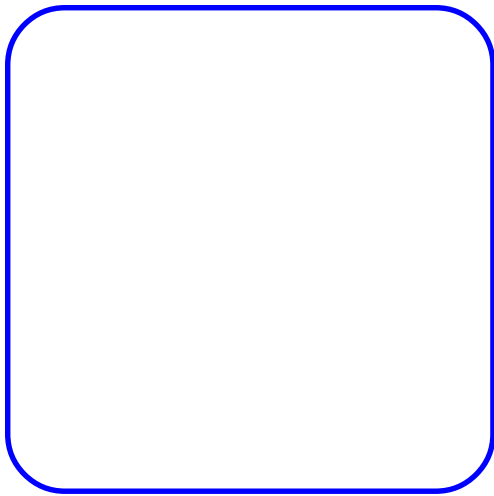
ESP Questions

What I am asked to do is consistent with my job description.	68	32
I am given clear expectations regarding my job responsibilities.	71	29
My workload has increased significantly over the past two years.	71	29
I am asked to substitute for teachers in non-emergency situations.	55	45
I am fairly compensated.	26	74
Overall, morale at my school or worksite is good.	63	37
I have confidence in the leadership exhibited by the Superintendent of the Howard County Public School System.	39	61
I have confidence in the leadership exhibited by the Board of Education of Howard County.	55	45

HCEA-ESP Picnic Draws A Crowd



Nearly six hundred Education Support Professionals joined the HCEA-ESP Organizing Committee for their third annual ESP Picnic during the final week of school last June. The pavilion at Centennial Park was crowded with members wearing their orange shirts proclaiming, **“Behind every child is a great HCEA Education Support Professional.”** The spirit was festive as participants enjoyed picnic foods, door prizes and singing along with “the oldies.” The pavilion rocked with a thundering ovation when HCEA President Joe Staub introduced Board of Education members Pat Gordon and Courtney Watson and thanked them for funding the ESP Reclassification. “This event was successful beyond our wildest dreams,” commented Donna Schulze, Organizing Committee Chair. “With Board of Education approval of funding for the Reclassification we have had over seventy new ESP members this year.” The ESP Organizing Committee is already hard at work planning for next year’s event..



New Teachers Join HCEA

With two new schools opening in Howard County this year, the Department of Education once again expects to hire between 400 and 425 new classroom teachers, guidance counselors, pupil personnel workers, media specialists and school psychologists. Almost three hundred newly hired certificated staff participated in a four-day orientation program at Long Reach High School during

the week of August 11, 2003. Thanks to nearly twenty HCEA active and retired members who manned the HCEA booth during the week, answering questions and signing up new members. HCEA once again sponsored a luncheon for the new hires and provided each new hire with a tote bag stuffed full of membership materials and tips for new teachers.



News & Notes

HCEA-ESP Sick Leave Bank Offers You Protection

One of the most important negotiated benefits contained in the ESP contract is the HCEA Sick Leave Bank. The Bank provides members with additional days beyond an individual's cumulated sick leave in cases of major illness or accident. The Bank is not available for pregnancy leave, and a waiting period applies to both new hires and experienced employees joining the bank. Members contribute a maximum of one or two days each year and are eligible for up to 60 days in the case of extended illness or accident. For a copy of the Bylaws or Sick Leave Application, please contact HCEA at 410-997-3440. The deadline to join the ESP Sick Leave Bank is October 31.

YOU CAN HELP Kids Helping Kids

October 20-November 7: Participate in the annual **Harvest for the Hungry "Kids Helping Kids" food drive** for the Howard County Food Bank. The number of children who experience hunger at some time every month continues to grow. Food banks and pantries are often a last resort. Thirteen HCEA members coordinated drives in their schools last year. HCEA would like to see that number even higher.

How: Call or e-mail Marilyn Hunter at HCEA (410-997-3440, mhunter@mstanea.org) or call Bob Naylor, director of the Howard County Food Bank (410-313-6567). We have flyers and fact sheets to help you get started.

Help a Child

You can help HCEA's "Help a Child" Program provide needed resources to families of Howard County students in emergencies. The program provides clothing, shoes, school supplies, eye exams and glasses to children whose attendance and school success would be compromised without this help. This is a joint project with Howard County pupil personnel workers.

How: Make out a check to "Help a Child" and send it by PONY to the HCEA office, attn: Janet or Karen.

Board of Directors Holds Annual Retreat At NEA Headquarters

HCEA officers and Board of Directors members held their annual retreat at NEA headquarters in Washington, DC on Wednesday September 17, 2003. NEA Organization Specialist Dan Hand served as Facilitator for the day's activities. The group set goals for the coming year and participated in a number of team building activities. A special thanks to HCEA Vice President Ann DeLacy who planned the day's activities.

HCEA CALENDAR OF EVENTS

Up-Coming Dates

Wednesday, October 8 - National Board Certified teachers planning session

Thursday, October 9 - "I Can Do It" workshop for new teachers

Tuesday, October 14 - HCEA Rep Council

Friday, October 17-Saturday, October 18 - MSTA Convention and Workshops (Ocean City)

November - Workshop: Preparing for Evaluations (date to be announced)

*For the latest information about HCEA activities,
join us on the web at:
www.hceanea.org*

Benefits of HCEA Membership

A Howard County Education Association member

Is protected from financial ruin if he/she must defend against an accusation.

Has a voice in Association decisions.

Has a vote on the negotiated agreement.

Is informed.

Has an advocate whenever needed, for any work related reason.

Has access to financial savings that amount to more than annual dues.

Plays a part in decisions related to salary and working conditions.

Understands the purpose and power of maintaining unity and the collective voice.

Helps keep the Association strong.

Takes action in his/her best interests.

An Individual Who Is A Non-Member

Is vulnerable to financial catastrophe if legal defense is necessary.

Has no voice in Association decisions.

May not vote on the negotiated agreement.

Does not receive information from the Association.

Has no access to Association advice, representation or support in times of trouble unless, in the case of a contract violation, he/she is willing to file a formal grievance.

Is not eligible for financial savings benefits available to members.

Leaves to others decisions regarding salary and working conditions that affect him/her.

Leaves to others the work and cost of maintaining a strong Association voice.

Call HCEA AT 410-997-3440

FOR DUES/BENEFIT INFORMATION

Join your professional association today!

Howard County Education Association

Membership Application for HCEA, MSTA and NEA

The Howard County Education Association
5082 Dorsey Hall Drive, Suite 102 Ellicott City, MD 21042
Phone: 410-997-3440 FAX: 410-997-3443 Web: www.hceanea.org

Name: _____
First Middle Last

School: _____

Social Security Number: _____

Home Phone Number: _____

Please check:

Full-time Part-time

Teacher (All Certificated employees including Teacher, Counselor, Media Specialist, Psychologist, Pupil Personnel Worker)

Education Support Professional (All Non-certificated employees including Assistant, Secretary, Registrar, Nurse, Interpreter, Administrative/Management & Technical employees)

Salary level: Above \$29,402 \$14,701 to \$29,402 Below \$14,701

Payroll Deduction Authorization

I hereby authorize continuing deduction of dues in the sum determined by the Howard County Education Association, the Maryland State Teachers Association, and the National Education Association, each year, unless I revoke this authorization in writing to the Howard County Education Association by the date designated in the HCEA/HCPSS Master Agreement. In the case of my resignation or termination, the Board of Education shall deduct the balance of my yearly dues from my final check.

Signature

Date

Sick Leave Bank Enrollment Form

The Howard County Education Association's Teacher and Education Support Professional (ESP) Sick Leave Banks provide assistance to members in case of extended illness or injury. Please review the detailed Guidelines for the appropriate Bank. The annual donation is determined by the HCEA Board of Directors and may not exceed 1 day for Teachers and 2 days for ESP. Membership in the HCEA Teacher and ESP Sick Leave Bank is continuous unless revoked in writing prior to September 1 of each new school year.

Enrollment Period: Teachers-- July 1 to October 1 ESP-- September 1 to October 31

Signature

Date

Please PONY to HCEA or FAX to 410-997-3443.