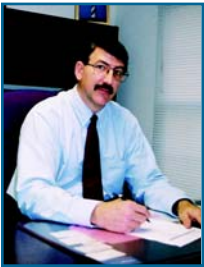


Your Voice

by Joe Staub,
HCEA
President



Welcome!

Whether you are beginning your education career today, starting a second career or bringing prior education experience with you to Howard County, your colleagues in the Howard County Education Association welcome you. We know you are going to make a tremendous difference in the lives of the children you teach and whose lives you touch!

This year will be exciting – and it won't be without its challenges. Your colleagues are ready to share their experience and wisdom to help you succeed. Many veterans will tell you that HCEA has provided help, guidance and support. Others feel more secure just because HCEA is there for them if they ever needed us.

I want to invite you to become a member of HCEA – and of the Maryland State Teachers Association (MSTA) and the National Education Association (NEA). Look over the information we provide, check out the HCEA website (www.hceanea.org), talk to your colleagues and to the HCEA rep at your school. If you have any questions, feel free to call me at 410/997-3440 or drop by the HCEA office. It's YOUR office. We're YOUR Association. Take advantage of the support we offer. And best wishes for a successful school year!

Top Ten Ways to Beat First Day Jitters

Clammy hands? A sudden case of hives? It's all in a [first] day's work. Want to get a good night's sleep before that awesome first day. Most of these tips for teachers work for everyone!

- **Know the school's policies and procedures.**
- **Find out where things are.**
- **Introduce yourself to colleagues.**
- **Decorate a friendly room.**
- **Use traditional seating to start.**
- **Get there early the first day.**
- **Plan how to greet your pupils.**
- **Get down to business right away.**
- **Plan, plan, plan.**
- **Go over classroom rules.**

Get more details about these tips on the HCEA web site. You'll also find "30 Questions You Should Ask Before the School Year Begins" and lots of other helpful hints.

What's in Your Contract?

HCEA negotiates one contract (sometimes called the negotiated or master agreement) for teachers and one for education support professionals or ESPs (non-supervisory, non-certified staff in certain categories). These contracts cover salaries and benefits (including health care), duty year and duty day (including work load for teachers and overtime for ESPs), transfers and assignments, evaluations and observations, personal rights, sick leave, and much more. The teacher contract addresses academic freedom, student discipline and classroom control.

You will receive a copy your contract – including your salary scale – when you join HCEA. A summary of some of your most important contract rights will be found on the HCEA website, www.hceanea.org. For help in interpreting your salary scale or understanding your contract rights, talk to the HCEA rep at your school or call HCEA at 410/997-3440.

HCEA Enrollment Form inside!

“Who is HCEA?”

Some people refer to HCEA as the “teachers’ union.” In reality, HCEA is 4,150 teachers, counselors, psychologists, pupil personnel workers, interpreters, therapists (speech, occupational, physical and school mental health therapists), school social workers, secretaries, clerks, registrars, assistants (instructional, media, special ed and student assistants) as well as group of administrative, management and technical personnel at the central office.

“HCEA provides great training that is really geared to day-to-day needs.”

HCEA is your Professional Association

We are your professional association. Our dual commitment is to help provide a quality education for every student and to make sure that those who educate our students have the resources they need. This means not only salaries and benefits, but materi-

als, supplies, training and professional development, time to prepare and time to teach, an opportunity to contribute our ideas, and the

respect we deserve as professionals.

Through HCEA you have:

- Representation on school system committees that make recommendations on issues affecting you and the schools.
- Organized advocacy for pro-education legislation and school funding.
- Building level representatives to assist you and keep you informed.
- Professional publications like *HCEA Works*, *News & Notes* and *Marketplace*, *MSTA ActionLine* and *NEA Today*.
- HCEA, MSTA and NEA websites provide information on education issues and concrete support.
- HCEA and MSTA professional development workshops and seminars provide assistance for career advancement and success.
- A professional Member Benefits program that provides discounts through United Buying Service, BJ’s Wholesale Club and A+ Auto and Home Insurance and the MSTA/NEA Attorney Referral Program for personal legal services and numerous other national and local benefits.

“I use HCEA member benefits. They save me almost as much as my dues.”

“I turned to HCEA for help on the ParaPro Assessment and they came through with flying colors.”

Comprehensive \$1 million Professional Legal Liability insurance to protect you at work – no small benefit in today’s litigious society.

HCEA is Your Union

HCEA is your representative in collective bargaining, in which we stand together to address the issues that matter most to us. Only

HCEA members have input into negotiations.

Because of HCEA you have:

- Contract negotiations and enforcement that define the processes and procedures that affect your work life and protect your rights.
- Full-time HCEA professional staff who work with members to help resolve work-place disagreements and insure fair treatment to all under the contract.
- Free expert legal counsel from MSTA staff attorneys: work-related advice and representation from specialists in education employment law.
- A Sick Leave Bank that protects its members in cases of extended absence due to illness or injury.

“HCEA is the only place I can call and talk confidentially about issues and concerns, without fear of repercussions.”

HCEA is Your Voice

Besides being your legal representative in collective bargaining and dispute resolution, HCEA also represents its members before the Board of Education, on Board committees and with parent and community groups. HCEA works closely with the Board of Education and the County Executive and Council to secure funding for the schools and our negotiated agreements.

“HCEA really understands how difficult our job is.”

“With all the accusations out there about child abuse and failure to educate, I’d never teach without Association legal protection!”

On the state level, the Maryland State Teachers Association (MSTA) represents 57,000 education employees across Maryland. The state’s strongest voice for public education and education employees, MSTA also provides resources and support to our local. The National Education Association (NEA), with 2.7 million members, advocates for public school nationally. MSTA and NEA pay the salaries of the professional staff who work for you in the HCEA office.

Thanks to HCEA and MSTA advocacy last year, starting salaries this year are 6% higher than they were last. Association negotiations and the fight for education funding will affect your future salary and health benefits. This year we will focus on improving Maryland’s teacher pension system. Join and support your Association. Your future depends on it.

Dates to Remember:

Check the next HCEA WORKS for updates on HCEA activities.

New Teacher Support "Chit-Chat and Chew"

Hearty snacks, good advice and answers to your questions.

Three dates in three locations

Tuesday, September 21st

Longfellow Elementary School

Wednesday, September 22nd

Folly Quarter Middle School

Tuesday, September 28th

Long Reach High School

4 – 5:30 PM

HCEA ArtSpace Opening

Paintings by Judith Fullmer (Teacher, Talbot Spring ES)

Reception on Friday, October 1st

4 – 9 PM, HCEA Office

MSTA Representative Assembly & Convention Workshops

Friday, October 15th and

Saturday, October 16th

Ocean City Convention Center

www.mstanea.org

"I Can Do It!" Workshop on Classroom Management Techniques

Wednesday, October 13 (first part) and

Tuesday, October 26 (conclusion)

4 – 7 PM (light dinner provided)

Place to be announced, *RSVP required*

Observations & Evaluations: Procedures, Prep & Protection

Tuesday, October 19th (teachers)

Wednesday, Oct. 20th (ESPs)

4 – 5:30 PM, HCEA Office

Preparing for Parent Conferences

Week of Nov. 15th, HCEA office

ParaPro Assessment Workshops Introduction, Math & Reading/Writing

Late October, Early November

"Only the brave should teach"

~ Pearl Buck

What Members Get and Non-Members Don't

HCEA members receive the benefit of advice and representation regarding any work-related concern. Non-members are only entitled to Association assistance on problems that arise from specific violations of the negotiated contract. HCEA has assisted MEMBERS, but does NOT assist non-members, on:

- Transfers (non-procedural, merits)
- Evaluations (non-procedural, merits)
- Class Size
- Parent Complaints
- Conflict with Other Staff
- Child Abuse (what to do if accused, procedures)
- Suspension and Dismissal
- Certification and 2nd Class Certificates
- Lawsuits (including negligence, failure to educate)
- Special Education Concerns
- Workers Compensation Claims
- Health and Safety
- Environmental Conditions

How much are HCEA dues?

Full time teachers pay \$24.35 per pay for 20 pays, beginning on September 24th. Part-time teachers and education support professionals pay dues based on the salary scale. Visit the HCEA website (www.hceanea.org) or call HCEA for more information on HCEA dues. Signing up for payroll deduction means that your dues will be automatically taken out of your check in 20 increments.

You'll find a membership application on the previous page, in this year's New Teacher Packet and on the HCEA website. Learn more about what HCEA membership means to you and get answers to your questions at www.hceanea.org.

What is the Sick Leave Bank? Do I want to sign up?

The Sick Leave Bank protects its members against loss of income in case of incapacitating personal illness or injury. It provides sick leave after the contributing member's accumulated sick leave has been exhausted. The annual donation may not exceed one day for teachers and two days for ESPs. Sick Leave Bank Guidelines are available on the HCEA website or from the HCEA office. You can sign up for the Sick Leave Bank on your HCEA application.


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