



MAYFIELD
EDUCATION ASSOCIATION
Quality Education Quality Staff

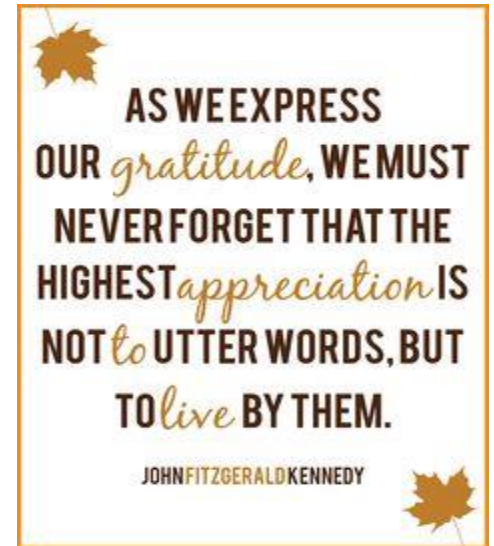
November 2018

News and Views

Mission Statement

To protect the contractual rights of all its members and to build an effective partnership in an environment of professionalism and mutual respect in order to promote the educational goals of the Mayfield City School District.

www.mayfieldea.ohea.us



A Message from Your President

November 2018

Happy Thanksgiving. I hope that you are enjoying this holiday season. From a contractual perspective, one of the things that I am most thankful for is my planning time and lunch. Here are these contractual times.

The MEA ESP contract states the following:

"Employees shall be entitled to a fifteen (15) minute break during every four (4) continuous hours of work. The timing of the break will be determined by the immediate supervisor. Emergency circumstances, educational needs or field trips may preclude the opportunity for a break on certain occasions. In the event that an employee is required by the immediate supervisor to work through lunch or required by the immediate supervisor to supervise students during lunch or



break, the employee shall be paid for the time at the employee's regular hourly rate" (XIX. WORK SCHEDULE – DAYS AND HOURS).

Under Article XXXV. TEACHING HOURS AND TEACHING LOAD, the MEA Certified contract specifies planning time and lunch for teachers:

High School

"High School teachers will have a minimum of three hundred fifty (350) minutes of preparation/meeting time per week. Except for department chairs, all High School teachers shall have a shared duty/student assistance period. ... Planning time for all teachers shall be in blocks of not less than twenty (20) minutes."

Middle School

"Teachers will have a minimum of four hundred (400) minutes of planning time per week which shall be in blocks of at least twenty (20) minutes. It may be scheduled as two (2) planning time periods that are blocked together. Administrator initiated meeting time is limited to forty (40) minutes per week."

Elementary Schools

"Elementary classroom teachers will have preparation time of a minimum of 175 minutes per week during the periods that specialists are responsible for the class and shall have an additional 150 minutes per week at the end of the student school day (30 minutes per day) for preparation. This time may be used for administrator initiated conferences on an as-needed basis not to exceed two (2) occasions per week."

Lunch

"Elementary teachers shall have a duty-free lunch period of at least fifty (50) minutes. High School teachers and Middle School teachers shall have a duty-free lunch period of at least thirty (30) minutes. Planning time for all teachers shall be in blocks of not less than twenty (20) minutes."

Tutors

"Each tutor shall receive a minimum of twelve (12) minutes paid planning and conferencing time for each sixty (60) minutes of assigned time in accordance with the attached chart. Such time shall not be utilized by the administration for other than planning and conferencing, and may be scheduled into the tutor's workday by the administration. ... Tutors shall have a duty-free lunch period of at least 30 minutes."

I am thankful that my union predecessors fought for, advocated for, and bargained for these times. As an instructor, I am thankful for this professional time to grade, plan, and work on my future lessons so that I can best teach my students. And, I am thankful for the time in the day to sit down, eat a sandwich, and take a breath. Of course, there are times when I help out a student

during my lunch, but I try not to forget that I teach best when I am rested, planned, and prepared, and to do this, I and we need this planning time.

In one of my classes this past week, the College Board supplied readings on money, leisure, and time. In "Why Are Americans So Afraid of Vacation?" the president of the Families and Work Institute boldly states that "We're not machines. ... Think of working every day as running a marathon or weight lifting. We need time for rest and recovery." As a union, are we regularly taking this time and taking care of ourselves?

I hope that you continually value and use this contracted time to better your instruction and balance all the demands of life. After all, "Even machines break down under pressure."

John Sullivan
MEA President

Remember to submit your Gym Reimbursement Form by the 10th of each month!

Mayfield Reimbursement Form

Subscribers are eligible for reimbursement on a monthly basis. Requests must be received no later than the 10th of the month in order to be reimbursed by the end of that month.

Print and Mail or Email for Reimbursement:

Mail to: Oswald/ MCS D Reimbursements
1100 Superior Avenue, Suite 1500
Cleveland, OH 44114

Email: WildcatBenefits@oswaldcompanies.com

Fax: (216) 916-4117

Subscriber Information

Subscriber's Last Name

First Name

Middle Initial

Email Address

()
Telephone Number

Activity/Item for Reimbursement

Mayfield City Schools will reimburse 100% of the monthly cost to a maximum of \$25 per month

Type of activity/item	Program/gym name/retailer	Month of usage	Fee Paid

Information Needed for Reimbursement

- This completed Reimbursement Form
- Documentation from the club, facility or program showing monthly or annual enrollment fee (*must include member's name, name of activity and individual charges or fees paid*)
- If you paid an annual membership fee, that amount will be divided by 12 to determine monthly fee (i.e. \$240 annually/12 months = \$20 per month fee)
- Documentation from the club, facility or program showing amount of visits within the month (*a minimum of 12 visits per month is required for reimbursement*)
- If your club, facility or program cannot provide a printed report showing the number of visits per month, you may submit documentation with facility signature in lieu of a facility report
- Documentation from the club, facility, program or event showing dates of contract and member(s) enrolled

Certification/Authorization (This form must be signed and dated by the subscriber)

Reimbursement is subject to approval by the Program Administrator, Oswald Companies. Please submit any receipts for reimbursement by the 10th of the month in order to receive reimbursement by the end of the month. There are no retroactive reimbursements.

Agreement: I certify that the information above is correct to the best of my knowledge. I am claiming reimbursement for only eligible expenses incurred during the applicable benefit year and for eligible members.

Subscriber's Signature

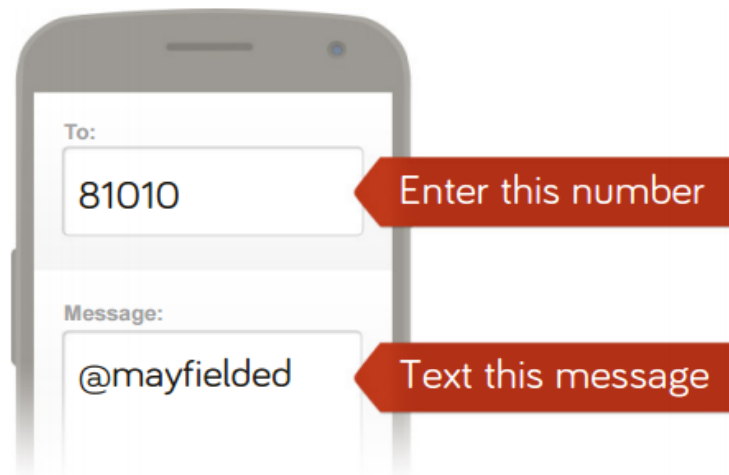
Date

Sign Up for MEA Text Notifications

Text Messages

To receive messages via text, text **@mayfielded** to **81010**. You can opt-out of messages at anytime by replying, 'unsubscribe @mayfielded'.

Trouble using 81010? Try texting **@mayfielded** to **(216) 485-3713** instead.



If you would like to receive text notifications from the MEA, please sign up using the steps below.

1. Send the message @mayfielded to (216) 485-3713
2. You will receive text notifications from MEA

Facebook

Search: Mayfield Education Association on Facebook to like our page.

Coming SOON...

ATTENTION ALL MAYFIELD EMPLOYEES...

ENTER TO WIN A



**RESERVED
PARKING SPOT**



FOR A YEAR!

\$15.00/TICKET

SPONSORED BY

THE MAYFIELD EDUCATION ASSOCIATION
WITH PROCEEDS TO BENEFIT THE

green tie gala
MAYFIELD

CREATE.INNOVATE.EDUCATE.SUCCEED.

ELECTION UPDATE

John Sullivan, Theresa Dutton and Marty Mackar will represent the MEA at the NEA Representative Assembly this summer. Thank you to all MEA members that voted for our NEA delegates, and thank you to all of the building representatives who helped run this election.

Send NEWS items to
Nicki Rucci-Macauda at
nrucci-macauda@mayfieldschools.org

Happy Thanksgiving!