

# February 2007

SUN	MON	TUE	WED	THU	FRI	SAT
				<b>1</b> General Membership Meeting, <i>Parma High Auditorium 4pm</i> DSDT prep meeting <i>Red Rees 1:00-2:00</i> Lunch with Supt. <i>John Glenn 12-1:15</i>	<b>2</b> Voting on Vitoral Instruction Language <i>PEA Office 9-5</i>  <i>Lunch with Supt. Dag Hammarskjold 12-1:15</i>	<b>3</b> <b>PEA Reverse Raffle</b> <b>St. Michael's Woodside 5-12</b>
<b>4</b>	<b>5</b> EYT Committee <i>Red Rees 3:30pm</i> BOE Meeting <i>BOE Meeting Room 7:00</i> Voting on Vitoral Instruction Language <i>PEA Office 9-5</i> Regional Local President Meeting <i>5:00-8:00pm</i>	<b>6</b> EYT meeting <i>Red Rees 3:30pm</i>  DSDT committee <i>Red Rees 8:30-11:00</i>  Voting on Vitoral Instruction Language <i>PEA Office 9-2 Parma High 2:30-6</i>	<b>7</b> Meeting H.R. <i>BOE 10:00-11:30</i> FORUM <i>BOE 12:30-3:30</i> Supplemental Review Committee <i>8:30-11:30</i> , <i>TEC lab 1</i> Large Local President Meeting - <i>Columbus</i>	<b>8</b> Chamber of Commerce Meeting <i>11:00</i> Insurance Committee <i>BOE 3:30-5:00</i> Special Education Council meeting <i>BOE meeting room 1:00-3:00</i> Large Local President Meeting - <i>Columbus</i>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b> Exec. Committee <i>4:00 PEA office</i>  BOE Meeting <i>BOE Meeting Room 7:00</i>	<b>13</b> Faculty Meetings  PEA Officer planning meeting <i>PEA Office 12:00-3:00</i>  IPDP presentation <i>Thoreau Park 8:15-9:00</i>	<b>14</b> Meeting Human Resources <i>BOE 10:00-11:30</i>  Safety Committee <i>BOE 2-3:30</i>  IPDP meetings <i>3:30</i>	<b>15</b> LPDC <i>Board Meeting Room 3:30</i>	<b>16</b> Community Business Partner Meeting <i>8:00 - 11:00</i>  Lunch with Supt. <i>Green Valley 12-1:15</i>	<b>17</b> Read-a-thon <i>Paratown Mall 11:00-3:00</i>
<b>18</b>	<b>19</b> <b>PRESIDENTS' DAY</b> <b>NO SCHOOL</b>	<b>20</b> Early Release Day  BOE Meeting <i>BOE Meeting Room 7:00</i>	<b>21</b> Meeting H.R. <i>BOE 10:00-11:30</i> Policy Committee <i>BOE Meeting Room 1:30-2:30</i> EYT makup session <i>3:30-4:30 Red Rees</i> <b>Progress Reports due</b>	<b>22</b> State of the Schools with the Chamber of Commerce <i>Red Rees 11:00-2:00</i>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b> Building Rep. Meeting <i>Church Basement 4:00</i>  BOE Meeting <i>BOE Meeting Room 7:00</i>	<b>27</b> Faculty Meetings	<b>28</b> Meeting Human Resources <i>BOE 10:00-11:30</i> Supplemental Review Committee <i>8:30-11:30, TEC lab 1</i> Lunch with Supt. <i>Dentzler 12-1:15</i>	<b>Mar 1</b>	<b>2</b>	<b>3</b>

The above dates/times are subject to change.



## President's Viewpoint

by Maureen S. Neville

Do we make a difference?

A teacher recently attended the funeral of a soldier who was killed in Iraq. The parents of the young marine came up to the teacher after the funeral and handed her an envelope. The envelope had her school address written on the front with a message inscribed on the back, please make certain Mrs. Novak gets this letter. With tears in his eyes, the father simply stated, "You made a difference in my son's life." Visibly shaken, she opened the envelope and found a very tattered, worn, list with a letter attached. It read:

"Dear Mrs. Novak,

In going through our son's things we found this list of which we enclosed. In talking to Sean's friends, we found out this list was a result of an activity you did with your students in seventh grade. Each student had a list which everyone added one positive statement about the person in their class. You allowed them to read and keep the list for future use. We wanted you to know that Sean kept his list, in fact he had it in his pocket when he was killed. We believe he would have wanted you to have it and know you made a difference in our son's life."

I hope to find this short month of February a productive one. Remember to never underestimate the difference you make in the lives of your students.

## YOUR PHOTO HERE

**This is YOUR newsletter and we would like to feature your accomplishments and those of your students! We can do that if you provide us with a digital photo and a description of the accomplishment. Help us make our newsletter the best it can be.**

You can email digital photos directly to Mike Jaszczak through school email. Include a caption that describes the event and identifies the people in the photo.

## Walking Through the Grievance Process Level 2 and 3

by Michael Jaszczak  
PEA Vice President

Last month we took the time to walk through the Level 1 grievance procedure (4.05A of the PEA/BOE Negotiated Agreement). Level one is intended to be an informal discussion of the issue in the hope of resolving the difference. If the grievance is not resolved informally or you have not heard/received a disposition within five days of the informal (Level 1) discussion, you must contact your building representative or the PEA office and formally file a Level 2 grievance (4.05B of the PEA/BOE Negotiated Agreement). There is a specific form that must be filled out explaining what the grievance is.

Remember a grievance is an alleged misinterpretation, misapplication or violation of the Negotiated Agreement. Therefore, the form must clearly state what part of the contract is being disputed. PEA, through the officers, building representative(s) and the Labor Relations Consultant will help you file this Level 2 grievance. Any documentation supporting this grievance should be attached. This would include any written disposition by the Principal/immediate supervisor from the Level 1 discussion, if such exists.

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**General Membership Meeting Feb 1, 2007 at Parma High Auditorium 4pm For Virtual Instruction Language**

# PEA

## IMPORTANT DATES!

**Feb. 26 - Mar. 9: Letters of Intent for PEA officer, committees and NEA delegate elections (treasurer and secretary)**

**Mar. 26-28: Elections**

**April 6-15: Spring Break**

## Money Matters... 403b and 457 plans

by **Dennis Lewis**  
PEA Treasurer

The numbers, 403b and 457 refer to the IRS code for the applicable salary reduction retirement plan. Both are salary reduction plans where the employer reduces the salary reported to the IRS for federal and state tax purposes by the amount of the contribution up to certain maximums specified by the IRS. In our school district, neither contributions are matched by employer like 401ks are in the private sector. The main differences are that 457 plans rarely have loan provisions while 403bs do (I don't recommend borrowing from a 403b as the money would have to be paid back prior to separation from service, otherwise it would be considered a distribution and taxable). The other major distinction is that one can start distributions from the 457 at separation from service while 403bs and IRA's limit distributions without a penalty to persons who are age 59 1/2 or older - otherwise there is a 10% penalty. (IRS Rule 72t and a complimentary rule for 403b's are a way to get around this penalty but distributions have to be made at a rate based on your life expectancy).

There are three basic types of IRA's that school employees may participate in. The Roth IRA has income limitations but the distributions are not taxed under current law. This can be a great benefit if you qualify and if the Congress does not change the laws in the future to capture the taxes that otherwise would be lost. There are also enhanced benefits of Roth IRAs for estate planning purposes. Most traditional IRA can be either deductible or non-deductible based on your income level. Deductible IRA's reduce your taxable income like a 403b but most school employees that are planning to retire make more than the limits and these are generally available to new teachers. Experienced teachers can open a non-de-

ductible IRA and pay taxes on the gain over the amount contributed (which has already been taxed).

We are working on a Voluntary Separation Incentive Plan, which would provide an incentive for persons to leave the district but no STRS credit is advanced. It applies basically to anyone who has 14 years in the district and makes \$55000 or more with certain exceptions. Our proposal is essentially similar to that which was offered in the last 2 years. We need to have a minimum level of participation in order for the plan to be offered. Last year it was around 46 persons and that number would most likely go up as salaries have increased and the plan must pay for itself.

## Grievances, continued

This written Level 2 grievance form will then be delivered to the Principal or immediate supervisor who will then have five days to meet with the aggrieved to discuss the concern. After this meeting, the Principal or immediate supervisor has ten days to write a formal disposition of the grievance. This written disposition must be sent by the administrator to both the grievant and the PEA. Once this disposition is received the grievant can either accept the disposition or decide to file a Level 3 grievance.

A Level 3 grievance is similar to the Level 2 and is filed through the PEA office within ten days of receiving the Level 2 disposition. A level 3 hearing will then be scheduled with the office of the Superintendent. The timelines are similar to Level 2. More to come next month!

## Information From the LPDC - FORM 3

by **Barbara Roslan**  
PEA Secretary

So you're ready to renew your license? Your IPDP has been submitted and approved. For the past five years, you have investigated the various choices available to you in order to accomplish your goals. You've taken the required coursework and your transcripts are on file with Human Resources. Or you have completed the activities available and have submitted Certificates of Attendance verifying your participation. Everything is in order. Now you need to submit Form 3 from your LPDC Guidelines Booklet.

Once Human Resources receives Form

3, your file will be forwarded to the IPDP Committee and then to the LPDC for final approval. Next, you will receive an application to fill-out for license renewal. This will need to be mailed along with a check to cover the expenses of renewal.

It's as easy as it sounds. If your license expires in June, 2007, now is the time to submit your transcripts, verifications, and Form 3. By accomplishing the requirements for renewal, you will be fully licensed for the next five years.

## From The Wellness Committee

by Kristin Cushing  
Wellness Facilitator

The Parma City School District Wellness Committee is excited to present this opportunity for ALL staff members to take part. This simple, online questionnaire will take about 10-15 minutes to complete and can be accessed by computer, in or out of the district. This means you can access from work, home, or even from the library! Simply go to the Parma City Schools website ([www.parmacityschools.org](http://www.parmacityschools.org)) and click on the "STAFF" tab. From there, go to the "WELLNESS" dropdown. Once on the Wellness page, click "LINKS" and that will open a window directly to the Health Risk Appraisal set up for PCSD by the University of Michigan. OR, you can type the link directly into your browser. That link is: <https://www.hmrc.kines.umich.edu/parmacity/>

Your participation in the Health Risk Appraisals will be noticed! If any site has 50% or more participation, your staff will enjoy a continental breakfast provided by the Wellness Committee. Also, participants in the Health Risk Appraisals

have the opportunity to win a number of FANTASTIC prizes that will be raffled off once the Health Risk Appraisals are "closed" which happens on March 2nd. Don't delay, do yours today! Participants have a chance to win dinner at the House of Blues, Playhouse Square tickets, and a night at the Wyndham Hotel Downtown along with various other prizes!

Your privacy comes first! Your Last Name and Employee ID (First 5 letters of your last name, Last 4 digits of your Social Security #--The same Employee ID you use when you call in sick) are required to confirm your eligibility to use this HRA. If you have a 4 letter last name your user ID is your last name X then the last 4 digits of your Social Security Number. Beyond this purpose, your information is considered anonymous. It is held in confidence by the University of Michigan Health Management Research Center and is never shared or used without your permission, except in aggregate, anonymous form for scientific research. Parma City School

## DID YOU KNOW?

That the 1% raise in you paycheck was negotiated by your team. The next raise in salary will be in January of 2008 when we will receive a 2% pay raise and the BOE will pick up an additional 2.5% of your STRS contributions, effectively giving you a 4.5% raise!

District and Oswald Companies may be informed of your participation but not your individual answers in this HRA for incentive or other purposes.

## Board Meeting Dates and Committee Assignments

The following information is being provided to advise when the BOE will hold its regularly scheduled meetings during this calendar year. The BOE holds many other special meetings as necessary.

February 05 Work Session  
February 12 Board Meeting  
February 20 Work Session  
February 26 Board Meeting  
March 12 Work Session  
March 19 Board Meeting  
March 26 Work Session  
April 02 Board Meeting  
April 23 Work Session  
April 30 Board Meeting  
May 07 Work Session  
May 14 Board Meeting  
May 29 Work Session  
June 05 Board Meeting  
June 11 Work Session  
June 18 No Meeting  
June 25 Board Meeting  
July 16 Work Session  
July 23 Board Meeting

August 13 Work Session  
August 20 Board Meeting  
August 27 Work Session  
September 10 Board Meeting  
September 17 Work Session  
September 24 Board Meeting  
October 01 Work Session  
October 08 Board Meeting  
October 22 Work Session  
November 05 Board Meeting  
November 19 Work Session  
November 26 Board Meeting  
December 03 Work Session  
December 10 Board Meeting  
December 17 Work Session

### BOE COMMITTEE ASSIGNMENTS:

#### Academic Services

Chairman – Karen S. Dendorfer  
Vice Chairman – Rosemary C. Gulick

#### Finance

Chairman – J. Kevin Kelley  
Vice Chairman – Cynthia Lee Bratz

#### Human Resources

Chairman – Karen S. Dendorfer  
Vice Chairman – Rosemary C. Gulick

#### Business

Chairman – Kathleen A. Petro  
Vice Chairman – J. Kevin Kelley

#### Policies

Chairman – Cynthia Lee Bratz  
Vice Chairman – Kathleen A. Petro

#### Communications

Chairman – Kathleen A. Petro  
Vice Chairman – Rosemary Gulick

#### Legislation

Chairman – J. Kevin Kelley  
Vice Chairman – Cynthia Lee Bratz