



United Federation of Teachers
A Union of Professionals

UFT Members' Rights under Article 18D

Postings

All vacancies at the new school must be posted. Each posting must include selection criteria as well as a description of the school and expected duties and responsibilities.

Members' Rights Under Article 18D

At least 50 percent of the total positions at the new school in each title (teacher, guidance, secretary, paraprofessional) must go to those from the impacted school who APPLY, are FOUND QUALIFIED (in accordance with the selection criteria) and are MOST SENIOR.

- To be found qualified, one must apply, submit a cover letter and resume and be interviewed by the personnel committee, which will determine which candidates meet the qualifications in the posting.
- All applicants from the affected school should be interviewed in seniority order by title. For teachers, all license areas are combined for the first 50%.
- For the first 50% of the positions, where seniority is the final decision maker, an applicant is either qualified or not. There are no degrees of qualification.
- The second 50% of the positions can be filled by the committee with members from the affected school or from candidates from other DOE schools or from outside the system altogether. For these positions, seniority does not play a role in selection; the committee determines which candidates are selected from the pool of qualified candidates.
- The committee is responsible for hiring all staff in the school.

Applying for a position

The procedure for most new schools is that applicants email their resume and cover letter to the principal of the school. We believe that will be the case for these schools and will let you know exactly how to apply. The UFT will make sure there is enough time between the posting and the application deadline so members can create effective resumes and cover letters.

Interviews

The interview process will begin after the postings have been up for an agreed-upon period of time. The postings will be paper postings up for everyone to see and that you will receive in your mailboxes. There may also be a website where all postings for the 24 schools will be posted. We will make sure you receive the link to that website.

Selection

- The personnel committee will include 2 UFT representatives chosen by the UFT President's Office. These two UFT committee members will be trained and experienced UFT representatives. Also on the committee will be the principal and two other DOE representatives. It is the union's position that the contract requires that a parent should also be a member of the committee. Selection decisions are made by consensus. The principal may be the facilitator of the committee but does NOT have the final say.

The UFT will protect the integrity of this process.

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