



UFT

Teachers Assigned

CHAPTER NEWSLETTER



Dear Friend,

As the school year closes, we wish you a wonderful, safe summer. Thank you for all your hard work this year.

Thank you especially for taking the time to respond to the negotiations survey I sent to the Teachers Assigned Chapter. As you may know, the survey was taken to make sure the UFT leadership was aware of issues of importance to you as a union member specifically in the assignments you have. Nearly 320 of you responded, giving us a terrific response and a good overview of what is important to you.

Not surprisingly, most of you want a pay increase and highly value your medical and dental insurance as well as your pension benefits. When asked about your top priority, nearly 30 percent say that you'd like to see the DOE change its protocol for snow days. In the event of an extra week of work, 43 percent of you would prefer that the days be dispersed throughout the school year and 27 percent would prefer it at the beginning of the school year. I've included the link to the survey results for you to review.

[See the results of the survey.](#)

I can't guarantee we'll get what we want. Negotiations are a lot tougher than most people think. The city doesn't easily give us anything, and the UFT is equally tough when it comes to protecting your hard-won rights and benefits. But believe me when I say the leadership has heard your concerns and will do everything it can to bargain with your best interests at heart.

Your chapter has a number of dedicated executive board members including Lynne Kilroy, the coordinator of the Peer Intervention Program (PIP), and Shayshana Gourdine, the field coordinator for Dial-A-Teacher. I also want to extend a special thank you to our chapter's PM staffer, Susana Martín, for all of her diligence and hard work supporting our chapter. And, our chapter liaison, LeRoy Barr and communications liaison, Ebony Martin.

Also, a thank you to our advisory board for all the hard work this school year: Tatum Boothe (U-Lit Reading Coach), Dana Falciglia (Educational Liaison), Caroline Tornabene (Speech Evaluator),

Matthew Viera (Committee on Special Education), Monika Cummings (Regional Special Education Assistance Support) and Constantine Theodosiou (Early Resolution Counselor).

Lastly, to the Manhattan borough office and to our union, I'd like to extend my sincere thanks for their unwavering support. It is important to stay united in our chapter and with our union. We want to continue to enjoy the many benefits that our union currently affords us and have the strength to continue to advocate for ourselves in the future.

I thank you all and wish you a safe summer.

Sincerely,

Sheila Laval-Friedman
Teachers Assigned Chapter Leader

Our last Executive Board meeting of the school year



At the last Teachers Assigned Chapter Executive Board and Advisory Council meeting of the school year, chapter representatives proudly display their "I'm sticking with my union" shirts. Standing, from right, Constantine Theodosios, Lynne Ann Kilroy, Tatum Boothe, Caroline Tornabene, Monika Cummings and Shayshana Gouridine. Seated, from right, Sheila Laval Friedman and Susana Martin.

Download the new UFT app today!

The union has released its new app for members only. If you haven't done so already, please download the app for Apple phones or the app for Android phones. You can use UFT-Mobile to access special member-only discounts for apparel, gifts, travel and more. The app contains a digital version of the UFT membership card with your six-digit UFT member ID number.

You can use it to prove you're a UFT member, whether for UFT services or for member discounts. UFT-Mobile offers a simple, fast way to connect with your union, from registering for classes to calling a specific UFT program or service to getting involved in the latest campaigns. You log in to the app using the same username and password you use for the UFT website. If you don't yet have a website account, the two-step online sign-up process is quick and easy. Encountering a technical issue with the app? Email appsupport@uft.org.

We also want to hear your suggestions as we add member-only discounts. Please let us know if you have helpful contacts with local or national merchants. Email the UFT at appdiscounts@uft.org or give the union a call at 212-598-9512.

[Download the app for Apple phones.](#)

[Download the app for Android phones.](#)

You should have also received your new UFT membership card in the mail. If you did not receive a card or have a question about the benefits available to you, contact the Customer Service Department at customerservice@uft.org.

Functional Chapter Leader Training Weekend



From left, Teachers Assigned Chapter members Shayshana Gourdine and Caroline Tornabene join PM Staffer Susana Martin, UFT President Michael Mulgrew and TA Chapter Leader Shelia Laval-Friedman.

Teachers Assigned Chapter members were among the participants at the UFT's Functional Chapter Training Weekend on March 24-25. Members attended workshops on contractual rights, Welfare Fund benefits and much more. Schools Chancellor Richard Carranza was among the special guests. UFT President Michael Mulgrew and many of the union's officers spoke to participants, updating them on labor and education issues including the future of unions in the face of the impending Janus decision by the U.S. Supreme Court. (A decision is expected in June.)

Two such weekends are held during the school year; the fall weekend was held on Nov. 17-18, 2017.



From left, Chapter Leader Shelia Laval-Friedman, Schools Chancellor Richard Carranza, Special Representative Emma Mendez and PM Staffer Susana Martin at the Functional Chapter Training Weekend.

Open Market Transfer Plan now open

The Open Market Transfer period is now open. Teachers assigned may revert to a school-based position by applying to fill vacancies now through Aug. 7. If you want a classroom or school-based position and your assignment has not come to an end, you can also use the Open Market Transfer Plan to apply for school-based vacancies. During the open period, these vacancies are posted online; you can view them on the DOE's [Open Market Transfer Plan](#) section of the website.

If you'd like to transfer to a new teachers assigned position, you can apply for jobs via the vacancy circulars posted on the DOE website. The listings are revised as positions are filled and principals post new vacancies, so it's good to regularly visit the website.

For further details, [see the Q&A](#) in the May 3 issue of the *New York Teacher* newspaper.

How to apply through Open Market Transfer: The application process is straightforward. You complete an online registration form after you create a user ID and password. You can apply online for all vacancies in your current license area. All qualified teachers assigned can apply for specific school-based positions at job fairs or send applications to the schools in which they are interested.

You can also send applications and resumes to schools that have not advertised vacancies so that, if an opening arises, a principal will be aware of your interest.

We recommend that, in addition to filing an online application via the Open Market Transfer Plan system, you also submit a hard copy of your cover letter and resume via fax, mail or in person. Since principals may receive many online applications, it might be helpful for them to receive a paper copy of your materials as well as the electronic application.

The screenshot shows the 'Open Market Hiring System Sign In' page. At the top, there is a header for the NYC Department of Education and the Division of Instructional & Information Technology. Below this is a navigation menu with links for Home, Sign In, Help, Search Tips, and Contact Support. The main content area is titled 'Open Market Hiring System Sign In' and features a 'New User?' section with a 'Registration' link and an 'Already Registered?' section with a 'Sign In' button. A map for the School Directory is visible on the left side of the page.

Here's what you'll see when you visit the **Open Market application page**.

Reminder: Keep your teaching certificate active

I want to remind you, if you have not already done so, to register with the State Education Department using your TEACH account to meet the state's new requirements regarding certification and tracking of professional development hours. As of July 2016, the state asks educators to register online during the month in which they were born. If you missed the deadline for registering in the month you were born, you may still register. Contact [an educational liaison in your UFT borough office](#) with questions about the registration process.

Those with a permanent or professional certificate must register with the state through their online TEACH account. This registration informs the state that you are keeping your teaching certificate active. There is no fee associated with registration.

How do I register?

- Register by [logging on to your TEACH account](#) with your username and password.
- A [step-by-step guide](#) on how to register on TEACH.
- No TEACH account? You must [create an account on TEACH](#); then log in to register.

Who needs to register?

- Teachers with permanent certificates
- Teachers with professional certificates
- Level III Teaching Assistants
- Retired teachers who wish to maintain their certification (teaching 90 days or more)

Please note: Teachers who hold Initial, Transitional A, Transitional B, Internship or Conditional Initial certificates do not need to register. Members who received a professional or Level III teaching certificate issued after July 1, 2016 were registered automatically.

If you already registered check with the Department of State, please check to make sure your application went through.

For more information about the new certification requirements, you can read the [information on the UFT website](#) and review the [chart designed by the UFT certification staff](#) for specific details.

Returning to a school-based position or taking a leave of absence

Article 11B of our contract clearly outlines rules for assignments and procedures that should be followed if your assignment ends or in the event that you'd like to return to a previously held position.

It also provides guidelines for those returning from a leave of absence. As a teacher assigned, you have **one year to request to return to your former position** at your former school and maintain seniority in accordance with these rules. Please use the section below to guide your planning if you decide to move into a different position or take a leave of absence. You can read Article 11 in its entirety on the UFT website, but you must first log into the website to see the contract pages.

Article 11B. Assignment as a Teacher Assigned

1. Notice of openings for positions as teachers assigned to district offices or central headquarters shall be posted. The notice shall set forth the job description and qualifications for the positions. Selection for the positions shall be from among qualified applicants who are regularly appointed teachers. Such notices shall be posted in all schools in the district for a position in a district office; or in all schools in the system for a position at central headquarters.

2. Assignment to a district office or central headquarters will be on a voluntary basis for a specified period of time or without limit of time. At the end of the assignment, the teacher shall have the right to return to the district from which he/she was assigned. In the case of assignment from a high school or organizational unit, the teacher shall have the right to return to his/her former school or to the organizational unit.
 3. A teacher assigned who requests a return to his/her former position within one year or, if his/her assignment terminates sooner, at the end of the assignment, shall be returned to his/her former school in accordance with his/her seniority.
 4. An appropriately selected teacher assigned who requests an opportunity to return to the position from which he/she was excessed shall be returned to that position if within a year a vacancy should occur in that position. If the teacher is serving in a school when the vacancy occurs, the return to position shall be effectuated at the next reorganization unless the school principal agrees to an earlier release.
 5. After at least one year as a teacher assigned, a teacher assigned who returns from any leave of absence with pay or from a leave without pay of one year or less shall be returned to the position from which he/she took the leave, in accordance with his/her seniority in that position, provided he/she meets the qualifications for the position as they then exist.
 6. After at least one year as a teacher assigned, a teacher assigned who returns from a leave of absence without pay of more than one year shall be returned to that position from which he/she took the leave provided a vacancy exists. If no vacancy exists the teacher will be placed in excess and Paragraph 4 above shall apply.
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Contribute to COPE

Many of you have said you'd like to become more politically active in our chapter and our union.

UFT/COPE plans regular trips to Albany throughout the year so that we can speak with legislators and make sure our voices are heard. If you'd like to learn how you can go on these trips and become a UFT activist, visit the [COPE page](#) on the UFT website. When you sign up as a volunteer, the UFT will keep you posted on important education issues and involve you in its local, borough and citywide mobilizations and campaigns.

You can also [sign up to become a UFT activist](#).

Of course, you can come to rallies and meetings, write legislators when we ask or participate in the various "actions" we create to advocate for ourselves.

Another way you can get involved, if you don't have the time to be physical involved, is by contributing to the UFT's political action arm. The Committee on Political Education (COPE) is entirely funded by voluntary contributions. It covers the expenses of meeting with and educating legislators, and helps elect officeholders who respect our members, support education and work for union goals. With COPE, we work for laws and policies that further education and safeguard our

rights; we back candidates who back us; and we support public officials who get things done for our members, parents and students.

The UFT's political action work is made possible by the incredibly hard work of thousands of UFT members and by COPE. Now, more than ever, it is critically important that you contribute to COPE. To sign up, contact COPE at 212-598-7747.

[Download the brochure.](#)

Important resources to help you on the job

Here are a few important reminders and resources to support you.

- **Dial-A-Teacher** — This program provides a homework help line for elementary and middle school students, run by classroom teachers. It is open Mondays through Thursdays from 4 to 7 p.m. Currently, 10 languages are supported: Armenian, Bengali, Chinese, English, French, Haitian Creole, Korean, Russian, Spanish and Tagalog. The office telephone number is 212-598-9205. For more information, see the [Dial-A-Teacher page on the UFT website](#).
 - **MAP** — The Member Assistance Program provides short-term counseling to in-service UFT members by professionally-trained mental health staff and referrals to outside resources when necessary. If you are interested in these services, email MAPinfo@uft.org or call 212-701-9620.
 - **BRAVE** — The UFT's BRAVE campaign aims to combat bullying in our schools. Short for Building Respect, Acceptance and Voice through Education, the BRAVE campaign provides an array of resources and tools for educators. For more information, visit the [Be BRAVE Against Bullying page](#) on the UFT website.
 - **Injuries on the job** — Pedagogues — teachers, guidance counselors, school secretaries, psychologists, social workers and lab specialists— injured or who become sick on the job are covered by the Injury-in-the-Line-of-Duty provision of the UFT-DOE contract. If you are injured in the line of duty and you need further assistance, contact your [UFT borough office](#). If you are involved in an accident, remember that all accidents should be reported using the DOE's [Comprehensive Injury Report](#) within 24 hours. It must be returned to your principal or supervisor.
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OUR CHAPTER | OUR UNION



United Federation of Teachers
A Union of Professionals