

Process for Determining 2008-2009 Teaching Assignments

By now, the process for development of the 2008-09 budget should have been presented to the faculty for approval. Please note that the faculty approval process was negotiated by CFT and CPS. The faculty vote is a vote of all **school personnel represented by CFT only**. Approval of your school's budget for submission to the LSDMC requires a majority of faculty supporting the proposed budget. In developing the budget, the ILT should have considered decreases and/or increases in enrollment and program offerings. Such considerations may result in surplussing of teachers and/or adding teaching assignments. All teachers who are surplussed must be given written notice. The date to surplus teachers for this budget cycle is changed to February 25th because of the snow day on February 22nd.

Your rights to teaching assignments within your school/site will depend on whether you are in a team-based or non team-based school.

In non team-based schools, principals, in consultation with the ILT, determine the number of teaching assignments. The principal must direct departments (primary, intermediate, special ed., secondary subject areas, etc...) to meet for the purpose of recommending teaching assignments for the following school year. A teacher desiring to

change departments must submit his request in writing to the department head or lead teacher. Departments shall strive to reach consensus before submitting the recommendations to the principal. Any teacher may indicate his/her disagreement with the department's recommendations.

The principal shall approve or decline the recommendations in whole or part. If recommendations are rejected, the principal must direct the department to reconvene and consider the principal's objections. The department then makes a final recommendation. The principal considers the final recommendations, determines the schedule and notifies teachers of their tentative assignment.

In team-based schools, the ILT shall determine the number of teams at each level. Teachers requesting to change teams must submit a request in writing to the team leader. Teams shall submit their recommendations to the ILT. The ILT may approve or reject the team's recommendation in whole or part. If the ILT rejects a team's recommendation, the ILT must inform the team of its objection. The team must reconvene to consider the ILT's objection and submit a final recommendation. The ILT will then determine the team's assignments and notify teachers.

Vacancies are subject to assignment

within the school/site before any vacancy is posted district-wide. After teaching assignments within the building are determined, remaining vacancies, if any, will be posted district-wide.

All long-term substitutes and teachers (not including reinstated RIFed teachers), who were hired after the start of the school year, as well as teachers identified as "surplus," must be displaced for the 2008-2009 school year and cannot participate in the teaching assignment process. All other teachers at the school/site are to participate in the process. Principals may not require teachers to complete forms indicating whether or not they plan to transfer to another school/site for the upcoming school year.

Please note that the identification of teachers as "surplus" is an administrative decision. ILTs are prohibited from acting on personnel matters.

The Collective Bargaining Agreement states:

"Before a surplus teacher is transferred from his/her school, that teacher who is properly certificated may displace a junior teacher within the building, provided training, experience, and individual qualifications are substantially equal, and the transfer is consistent with the racial balancing of staff." (Section 260.3.a.2, page 43)

Superintendent Search Timeline

Milestone	Date
Conduct Engagement Strategies	Feb 15— Apr 1
Appoint Advisory Group (Community Involvement)	March 1
Select Search Firm	March 1
Approve Advertising Plan (Community Involvement)	April 1
Recruitment Begins	April 1
Applications Due	May 1
Applications screened by search firm	Prior to May 15
Select Candidates for Interview (Community Involvement)	May 15
Board Interviews	June 15
Superintendent Selection	June 30
Superintendent Begins Work	August 1

2008 AFT Convention Call

The 2008 Convention of the American Federation of Teachers will be held July 11-14, @ Navy Pier, Chicago, IL

DELEGATES TO THE AFT CONVENTION WILL BE ELECTED AT THE March 12TH CFT/ACPSOP MEETING, 5:00 p.m., Laborer's Hall, 3457 Montgomery Road. At least three elected delegates shall be ACPSOP Members. (The CFT President, CFT 1st Vice President & ACPSOP president are automatic delegates.) Any CFT/ACPSOP member in good standing who wishes to have her/his name placed on the AFT Convention Ballot must send in their name, IN WRITING, to Jerri Clements, c/o CFT office, no later than 4:00 p.m., TUESDAY, MARCH 11TH. Send via the pony or e mail: jclements@cft-aft.org (No phone calls.)

of delegates to be elected & delegate expenses will be presented in March to CFT's Executive Council and to the March Membership, after CFT's Budget Committee meets.

CFT/ACPSOP Scholarship Fund Applications Available NOW!

NEW for 2008! CFT/ACPSOP Scholarship Fund Application Form is now available on-line at www.cft-aft.org. Just print, complete, attach necessary documentation and return to the CFT Office, 2721 Central Parkway, Suite B, Cincinnati, OH 45225 Attention: Scholarship Committee no later than April 1, 2008. Application forms may also be obtained at any Cincinnati Public School, Education Center, Iowa Street and at the CFT Office.



- To assist the children of CFT members to obtain a college education,
- To assist ACPSOP members who wish to further their own education leading to a BA/BS degree.

Guidelines for awarding the scholarships are attached to each application. It is important to note that every guideline must be followed in order to be considered for a scholarship. All incomplete applications will be disqualified without notification to the applicant.

The goals for the scholarships are:

- To encourage Cincinnati Public School seniors to pursue teaching careers,
- To increase the number of minority teacher applicants for Cincinnati Public Schools,

A brief summary of guidelines is as follows:

1. Proof of financial need (copy of Student Aid Report) must be attached to application form.
2. Applicants must be entering college for the first time, except ACPSOP

- members pursuing their own education.
3. The parent(s) of applicants must have been CFT full share members for at least one full year.
4. ACPSOP members pursuing a BA/BS degree must have been full share members for at least one full year and should complete the blue Adult Scholarship form.

Completed applications must be submitted to the CFT Office no later than April 1, 2008. (Refer to actual guidelines for special instructions and qualifications).

CFT/ACPSOP is pleased to provide these scholarship opportunities.

If you have questions, please call the CFT Office at 961-2272.

Deadlines Set for BCI, FBI Background Checks

Dates differ by license, certificate

Deadlines have been set for the new BCI and FBI background checks for licensed educators and school employees that are required by House Bill 190. The deadlines differ based on the type of license or certificate the educator currently holds.

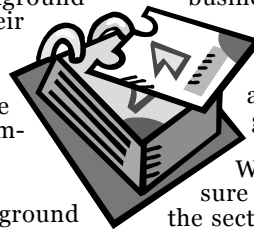
The deadline is Sept. 5 for those who have both a certificate and a license, but are teaching under an eight-year or permanent certificate, to have background checks completed. The Sept. 5 deadline also applies to all non-licensed school employees except for bus and van drivers. The checks must be redone every five years.

Those who are teaching under the five-year or two-year license will complete both background checks when they re-

new their licenses. Bus and van drivers will complete both background checks when they renew their six-year certificates.

The key is to determine the license under which the employee is currently teaching.

ODE requests that both background checks (Ohio and FBI) be completed through WebCheck, which allows for the fingerprints to be sent immediately to BCI. This provides for a quicker process for reading the prints and having the results reported to ODE. It is recommended that educators first check with their local school district, then neighboring school districts or the region's Educational Service Center, for availability of WebCheck. If none of these options is available, sites are listed on the [Attorney](#)



[General's website \(www.ag.state.oh.us/business/fingerprint/index.asp\)](http://www.ag.state.oh.us/business/fingerprint/index.asp): click WebCheck Community Listing and search by county or ZIP code. Educators should ask the agency they use for the background checks if they have both the Ohio and national WebCheck machines. Please be sure to tell the agency to complete the section on the form that asks where you want the results sent by checking *Teacher Certification*.

More information and a document with frequently asked questions and answers are available on the [ODE website \(www.ode.state.oh.us\)](http://www.ode.state.oh.us) using search keywords: Background Checks or Background Check FAQs.

Send In Your License Applications Now

The Ohio Department of Education (ODE) is encouraging individuals who have completed their coursework or other requirements for educator license eligibility to send in their applications now for fastest turnaround time, rather than wait for the end of the school year. By applying now, educators can expect quicker processing time and receipt of credentials before the peak summer season. Visit the [ODE website at www.ode.state.oh.us](http://www.ode.state.oh.us) and search for keywords: licensure applications.

Effective March 1, 2008, five year license renewal changes from \$60.00 to \$200.00.

*CFT has 12 tickets to the
Woman's City Club National's Speaker's Forum.*

The Speaker this year is Ellen Goodman, Pulitzer Prize-winning Journalist and one of the nation's leading syndicated columnists and authors.

*The Forum will be held on Thursday, March 13,
7:30 p.m. at the Wise Temple on Plum Street.*

*Anyone who would like a ticket should e-mail
Jerri Clements: jclements@cft-aft.org
or drop a note in the pony to the attention of
Jerri Clements, c/o CFT office.*

Classifieds

FOR
SALE

Vacation For Sale—Spring Break March 23-30, 2008. Fairfield Ocean Ridge, 2 BR/BA Gold Crown Resort on Edisto Island, just off S. Carolina's southern coast. Beach, 3 pools, 4 tennis courts, marina, parasailing etc...\$950
Call Susan Fischer 513-688-1550

Vacation For Sale—Boyne Falls, MI, June 6-13, 2008. Visit Gold Crown Resort, **Mountain Run at Boyne**. Spacious 2 BR/BA villa sleeps 6, separate living & dining areas with fireplace, full kitchen, jetted tub in master bath w/ mountain view. \$875 for the week.
Call Susan Fischer 513-688-1550

Vacation For Sale—Ocean Front, luxury, vacation week at Pompano Beach, FL, June 13-20, 2008. Visit 5 star Wyndham Royal Vista. 1 BR deluxe, full kitchen, washer/dryer, 2 pools. Take a day and tour the Everglades. \$875. Call Susan Fischer 513-688-1550 or www.cincitravel.com

**Quality Home Repair—
Teacher Discounts**—Custom Painting, drywall, all general maintenance services. Call Jim Whittington, fix-it man at 513-891-1046 or 513-793-3745—Teacher References

HOUSE FOR SALE—\$398,500
Kenwood, Indian Hill Schools, Walk to Kenwood Towne Center. Distinctive Southern Mansion style with circular drive. 44 yrs. Updated 4 BR, 2 full BA, 2—1/2 BA, marble foyer, granite & tile kitchen. Lg horizontal private wooded lot w/creek. Call 513-793-3745

HOUSE FOR SALE OR RENT—
5807 Saranac Ave. 3BR, 1.5 BA with LR, DR and partially finished basement. Fenced back yard w/deck & detached garage. College Hill. No Outlet Street. Must see to appreciate. 513-895-2525—Ask for Patrick.

INVESTOR SPECIALS— 4 houses in Hamilton, OH. Price range \$18k—\$55k. Land Contracts Possible. 10-20% equity included. I am retiring and need to turn over to someone interested in retirement hedge.
Call Bob Bowling 513-829-8151

CONDO FOR SALE—Asking \$135,000 for a 3BR, 3BA delight! Its West Side location is close to downtown, shopping and major expressways. Owner is relocating and **MUST** sell quick! Call 921-5940 for more details.

XAVIER University Voucher For Sale— Good for 1 hour graduate credit, expires 12-21-08, minimum worth at least \$535 (depending on program it could be higher) will sell for \$250.
Contact Cindy at 859-781-0608

The Local National Board orientations for the 2008 assessment period will be held:

**Mayerson Academy
Saturday, March 8th
9:30—Noon**

2007 Union Dues Paid

**\$696 Full Share Teacher - \$586 Fair Share Teacher
\$516 ACPSOP Full Share—\$436 ACPSOP Fair Share**

Cincinnati Federation of Teachers
Association of CPS Office Personnel

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Local 1520, AFT-OFT / AFL-CIO

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