

# ACPSOP FOCUS

December  
December 2012

## THE PRESIDENT'S MESSAGE

Dear Colleagues,

I hope that you had an opportunity to spend time with your family and loved ones over the Thanksgiving Holiday.

The defeat of Senate Bill 5, Issue 2 was a great feat for the working middle class families in Ohio, but the fight will continue. There is a coalition who has begun to initiate a Constitutional Amendment to End Forced Unionism in Ohio. This amendment will appear on the November 2012 ballot if they succeed in getting the required 386,000 signatures submitted by early July. If successful, this amendment will be devastating to the thousands of union members throughout Ohio. Employees will no longer have the right to bargain fair wages, work hours, sick leave, vacation and health care. Information on the status of this amendment will be forthcoming as it becomes available. It is important that all of you familiarize yourselves with this amendment and join the fight to stop this on-going attack on the middle class and organized labor.

The defeat of the School tax levy will have a profound affect on all CPS employees. I have been informed by the Administration that none of the ACPSOP represented positions that are currently open and none of the ACPSOP represented positions that are becoming open in January, due to retirements, will be filled. Of the five current ACPSOP openings, two are contractual. I have filed a grievance on these two

positions and ACPSOP is prepared to file other grievances as ACPSOP positions become open after January 1, 2012.

CFT and ACPSOP are working together on a workload survey. We will be asking members to track how much time, outside of regular hours, that they spend on their job. This information will help us document the problems excessive workloads create and will help us to develop a plan of action to address workload issue with the administration. We hope to have the survey completed and ready to send out by the first week in January. We are anticipating a reduction in the work force and this information will be critical in determining how work will be re-distributed and/or eliminated.

This will be the last newsletter that I will write as President of ACPSOP and it is hard for me to put into words how much I have enjoyed representing all of you for the past eleven and one half years. Over my tenure as President I have had the pleasure to meet and talk with most of you and will continue to cherish the friendships that I have made over these years. Please stay in touch and God bless all of you.

In solidarity,

Betty Hodson, President ACPSOP



### Special Points of Interest

- December 19–January 2  
Schools closed (Winter Break)
- January 19, 2012  
ACPSOP Membership Meeting =  
5:00 Education Center Room 1A
- January 16, 2012  
Martin Luther King, Jr. Day  
Schools Closed



### *Is Now the Time for a Workspace Makeover?*

*When was the last time you examined your workspace to decide whether it still fits or you've outgrown it? To explain:*

- If it fits, everything you need is within easy reach. Your workspace is fully functional: Minimal physical movements on your part result in maximum efficiency.
- If you've outgrown your workspace, then effectiveness, productivity, and professional image may all be hampered. A regimen to become more organized may be in order.

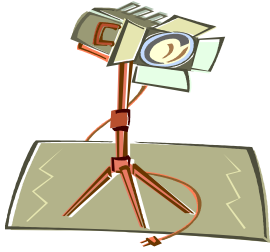
Here are some of the most common problems in today's workspaces. To maximize your performance, you will want to avoid the following:

1. Clutter on your desk for extended periods of time. If a file has been sitting within arms reach for longer than a few days, and you rarely consult it, store it away. It's clutter.
2. Too many photos. A few framed pictures of loved ones are fine. Too many, though, can crowd your desk and even become a distraction.
3. Non-ergonomic placement of workspace tools. Your computer, printer, phone, and critical files should all be located in the same general area – almost bundled together so you can move between them without stretching too far or wasting much time.
4. Cutesy things or toys. These may express your personality; however, they may also give the impression that you aren't serious about your profession. Opt for a few nice art pieces, family photos, and little else if you want more respect in the workplace.

When assessing your workspace ask yourself, "If I were a parent or administrator visiting this workspace for the first time, what kind of impression would I have of myself?" Make the necessary adjustments, if any, to promote yourself as productive, effective and professional!

#### **Wellness Plan**

Please go to Staffnet and take a few minutes to read about CPS's new Wellness Plan. You will be able to earn up to \$500.00 for you and \$500.00 for your spouse by participating in the new Tri-Health Wellness Plan. There are many options you can choose to live a healthier life. Everyone will benefit by participating in this plan. We can lower health care costs and live a healthier life. If you have any questions or need any assistance please contact Tri-Health; they are very helpful with any questions you may have. Please remember that the deadline to complete the paperwork necessary to earn the money on your Benny Card is **December 31, 2011**.



## CONTRACT SPOTLIGHT

### ARTICLE VI Classification and Duties

The Budget Commission will begin meeting in December to establish the staffing for the 2012-2013 school year. The ACPSOP CBA has the following protective language addressing potential changes.

1. Staffing levels will be reviewed on an annual basis by the schools' Instructional Leadership Team and staffing will be decided on a school-wide basis with proper regard to the school's budget.
2. Classified employees shall be assigned to one of the classifications listed in Appendix B. The Board shall not change a position from classified to unclassified without the written agreement of the Association. The Board shall negotiate about the creation of new classifications or new unclassified positions before implementing such positions and before seeking Civil Service Commission approval for such positions.
5. All Elementary K-8 schools will 300 students or more shall be staffed with no fewer than two (2) ACP-SOP represented office employees.
9. No position shall be downgraded to a lower paying classification without the completion of a job study.
10. Before any position is reduced from 52, 44 or 42 weeks to a shorted work year, the incumbent employee shall be offered another position within the same classification and within the same work year.

### ARTICLE XIII Seniority and Service

1. For unclassified employees for all purposes, and for classified employees for all purposes except displacement and layoff, seniority (service) shall be defined in priority as follows:
  - a. Total number of continuous years of service with the Board, including any period of approved leave, but excluding substitute and temporary service;
  - b. Total number of years in the job classification;
  - C. Total number of years in a job site;
  - D. Total number of years of job experience with the Board and related job experience outside the Board.

If an employee who has resigned from the Board is re-employed by the Board within one year of resignation, the employee's service shall be considered continuous from the original date of employment.

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**ASSOCIATION OF CINCINNATI PUBLIC SCHOOLS OFFICE PERSONNEL**

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*The Association of Cincinnati Public School Office Personnel was formed:*

- *To unite in one group all of the public school office personnel on the Cincinnati Public School system.*
- *To promote and protect the rights of all office personnel.*
- *To strengthen the professional status of the Cincinnati Public Schools' office personnel.*
- *To promote full and equal employment opportunities for all.*
- *To promote better understanding between teachers and office personnel.*
- *To advance the economic securities and professional interests of office personnel, and to secure their active participation in the formation of administration of educational policies.*