EVERGREEN TEACHERS ASSOCIATION

◇ Represents you at the bargaining table
◇ Protects your rights
◇ Lobbies state and national legislators on educational issues through CTA/NEA
◇ Offers legal and financial services through its affiliation with CTA
◇ Helps build relationships through social networking
◇ Provides professional development conferences and workshops
◇ Provides you with a $1,000,000 insurance policy through CTA/NEA
◇ Is your voice within CTA/NEA

... And much, much more!

Make it work for you!

Full Time
100% Release
President
Contact Info

Brian Wheatley
Mt. Ham - 408-272-0601 ext. 215
Cell - 408-833-3476
president@etanews.org

ETA Office
Mt. Hamilton CTA
888 S. Capitol Ave.
San Jose, CA 95127
272-0601 (office)
272-7569 (fax)

CTA Staff Person
Bruce Berg
bberg@cta.org

Office Secretaries
Ly Huynh
huynhml@yahoo.com
Lori Cougill
lori.mthamcta@yahoo.com

EVERGREEN TEACHERS ASSOCIATION
CTA/NEA
MEMBERS GUIDE
2016 - 2017

OFFICERS

PRESIDENT: Brian Wheatley
Mt. Hamilton 272-0601 ext. 215
email: president@etanews.org

VICE PRESIDENT: Desiree Johnson
Cedar Grove 270-4958
email: vpresident@etanews.org

SECRETARY: Sarah Ciccarello
Laurelwood 270-4983
email: secretary@etanews.org

TREASURER: Rita Swencionis
Holly Oak 270-4976
email: treasurer@etanews.org

GRIEVANCE: Suzanne Lima
email: outreach@etanews.org

Follow us on Twitter @eta1963
**RIGHTS AND RESPONSIBILITIES**

◇ Read your contract & know your rights!
◇ Talk to your school site ETA rep or any of the EBoard members if you have any contract questions and/or concerns.
◇ Follow the Union Code of Conduct.
◇ Protect yourself and your contract.
◇ A right not asserted is lost!

**Did you know . . .**

◇ If a supervisor asks to meet, you are entitled to information regarding the purpose. If you believe the meeting may result in disciplinary action, you have the right to have union representation.
◇ You have a maximum of eight (8) **Personal Necessity** days of accumulated sick leave that may be used in any school year for personal necessity leave.
◇ Taking care of sick family members or relatives is **Family Illness Leave**. You may use up to 6 days per calendar year (Jan. 1 - Dec. 31), which are deducted from your accumulated sick leave. If you use them all, you can use up to 8 additional days per school year (Aug-June) of Personal Necessity. **Keep track**! If you exceed the contractual limit, the days are deducted “per diem” (1/184 of salary) from your paycheck.
◇ If you suspect child abuse, you are required by law to file a report immediately. You are legally responsible to report any suspicions of child abuse. 408-299-2071

**TIPS**

**IF IT’S IN WRITING AND PERTAINS TO YOUR JOB, DON’T THROW IT AWAY**

◇ Maintain copies of all job-related documents. Save paycheck stubs, salary placement notices, accumulated sick leave notices, observation reports, evaluations, commendations and thank you notes.
◇ Keep copies of all District forms and reports. Maintain a log of parent contacts and agreements.
◇ Don’t lose your composure on the job - with students, parents, colleagues, or your supervisor. Losing your temper will not improve an unpleasant situation. If possible, remove yourself from the situation and give yourself a chance to calm down.

**USEFUL WEB SITES**

http://www.etanews.org  
http://www.cta.org  
http://www.nea.org  

**ETA Committees**

| Chairperson | Calendar - Sue Gresch  
| Comm. - Melody Sutton*  
| Curriculum - Sarah Johnson*  
| Elections - Trish Valdillez*  
| Grievance - Suzanne Lima*  
| Membership - Leontine Brown*  
| Minority Rep - Maritza Cervantes*  
| PAC Chair - Lisa Soares  
| PAC Treas. - Judy Hodkiewicz  
| Scholarship - Jean Schorr  
| Specialist - Barrie Wilber*  

* EBoard Member

**ETA Meetings @ 3:45 pm**

(Mt. Ham - 888 S. Capitol Ave.)

Executive Board  
1st Tuesday of each month

Representative Council  
3rd Tuesday of each Month  
*(Sometimes adjusted for holidays)*

**School Board Meetings @ 6:30 pm**

(Board room)  
2nd Thursday of each month