



Greetings!

An interesting item came to surface after the last bulletin. District 211 does have an employee handbook for *non union* employees. Our union contract supercedes that document. When in doubt refer to our contract first. Contract booklets were distributed last month, contact your building rep if you did not get a copy.

Next regular meeting will be Jan. 27, 2010.
Holiday Celebration is scheduled for December 17th.
Please feel free to contact me anytime at bmach@d211.org.

Barb Mach, President

“Overtime will be paid to employees who work more than 40 hours per week as required by the Fair Labor Standards Act”

**PLEASE REMEMBER:
Comp time is not an option.**

For additional information please visit our web site at www.local1211.org and view the United Support Staff page.

Contract 101

Emergency Condition Days

“When school is closed because of an emergency or severe weather, twelve-month clerical staff are expected to report to work as soon as possible, unless otherwise notified. Twelve-month clerical staff that report to work will be paid at a rate of time and one-half; or they may elect to receive a regular day's pay (regular rate) and receive an additional day of vacation that must be used by June 30 of that school year and scheduled through the employee's immediate supervisor and further, may not be used during the last week of school. **Twelve-month clerical staff that is unable to report to work will be paid a regular day's pay (regular rate).**”

“Ten-month Office Workers are not expected to report for work and will be paid a regular day's pay if school is closed for an emergency. If employees obtain approval from the building principal or designee, they may report to work and will be paid at a rate of time and one-half for the hours worked. “

Reclassification

“A joint Reclassification Committee shall meet to review the forms and process for reclassification of positions. This process will be completed by June 1, 2010 in order to review positions for classifications by June 30, 2010.”

If you feel that your position should be considered for reclassification, please contact me for more information on how to proceed. Also contact me if you are interested in being on the reclass committee.



Northwest Suburban Teachers Union

Local 1211 President: John Braglia (CHS)
Vice President: Bob Carroll (PHS) **Treasurer:** Gary Wilson
Secretary: Bobby Walser (HEHS)

Board Members: Anne Bosslet, Liz Broemmelsiek, Shirley Forpe, Rick Gerz, Russ Horvath, John Hummel, Frank Kernats, Amy Longmore, Margo McIntyre, Debbie Osenberg, Rhonda Polly, Al Prochaska, Leslie Schock, Bill Scully, JoAnn Thomas

Council Presidents: Jason Spoor, Teachers Council, Barbara Mach, United Support Staff Council, Linda Gilles-Zirbes, Therapists in Education Council, Dee Dee Castello, Itasca Support Staff Union Council

Administrative Assistant: Diane Kubitz

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