



MEETING THE CHALLENGE OF CHANGE

# TOTEM FORUM

TOTEM ASSOCIATION OF EDUCATIONAL SUPPORT PERSONNEL

Volume 2018/2019 ISSUE I

October 2018

## 2018-2019 TOTEM

### Board Members

**President** Sharon Baker  
**Vice President** Sandy Thompson  
**Secretary** Felicia Woods  
**Treasurer** Amey Tamagni

### Members at Large

Paula Bryner  
 Lisa Hall  
 Kathy Miller  
 Denise Tilley  
 Alicia Woods

### EMPLOYEE REPRESENTATIVES

#### Sharon Baker 562-1183

AVAIL, Bayshore, Bear Valley, Campbell, Chinook, Dimond High, EISC, Girdwood, Gladys Wood, Goldenview Middle, Kincaid, Klatt, Lake Hood, Mears Middle, North Star, Northwood ABC, O'Malley, Ocean View, Ptarmigan, Rilke Schule, Rogers Park, Russian Jack, Sand Lake, South High, Taku, Trailside, Tudor, Turnagain, Wendler Middle, Willow Crest, Whaley

#### TOTEM Office 562-1183

Alpenglow, ASD Ed Center, Aurora, Birchwood ABC, Chugiak Elem, Chugiak High, Eagle Academy, Eagle River Elem, Eagle River High, Fire Lake, Gruening Middle, Homestead, Mirror Lake Middle, Mt Iliamna, Mt Spurr, Orion, Ravenwood, Ursa Major, Ursa Minor

#### Sandy Thompson 742-9000

ACE/ACT Program, Airport Heights, AK Native Charter, Bartlett High, Baxter, Begich Middle, Central Middle, Chester Valley, Clark Middle, Chugach Optional, College Gate, Creekside Park, East High, Fairview, Govt Hill, Inlet View, KCC, Mt View, Muldoon, Nunaka Valley, Scenic Park, Susitna, Tyson, Wonder Park

#### TOTEM Office 562-1183

Abbott Loop, Benson Secondary, Bowman, Crossroads, Denali, Hanshew Middle, Huffman, Kasuun, Lake Otis, Northern Lights ABC, Polaris K-12, Rabbit Creek, Romig, SAVE, Service High, Spring Hill, Steller Secondary, Student Nutrition, Transportation, West High, Williwaw

#### TOTEM Office 562-1183

Aquarian, Family Partnership, Frontier Charter, Highland Tech, IT/Data Processing, Facilities/Maintenance, McLaughlin Secondary, Music Dept, Operations, Purchasing, Special Schools, Winterberry

## FALL HIGHLIGHTS

### *A Note from the President...*

This school year started with a bang with the Supreme Court Decision handed down on *Janus vs AFSCME*. If you're wondering how this decision affects you and your relationship with TOTEM, the TOTEM Board has been visiting sites talking with TOTEM employees. We have 101 ASD locations that have TOTEM employees, so it is taking a while to visit every site. We will get to them all.

As a result of the Janus decision, TOTEM has both gained and lost members. We are pleased that we have even had some who were Service Fee Payers change to be Members. Most of our members are staying with us.



If you want to find out more information or missed your site visit, you can give the TOTEM Office a call anytime. We are always happy to talk to our members.

Thank you to each and every one of you who have kept your membership. Our strength is in our numbers.

-Sharon Baker, TOTEM President

## Paid Holidays!

To be eligible for holiday pay, you must be in paid status (at work or on paid leave) the last workday before and the first work day after the holiday or break.

For Thanksgiving, November 22nd & 23rd are paid holidays. You need to be in paid status on Wednesday, November 21st, and Monday, November 26th.

During Winter Break, December 24, 25 & 31, 2018, and January 1, 2019, will be the paid holidays. For school based, you will need to be in paid status Friday, December 21st and Monday, January 7th. For non-school based, the dates are Friday, December 21st, and Wednesday, January 2nd.

For the days that are not paid holidays, you have the options of taking paid leave, taking unpaid leave or a combination of both. For those in the PERS System Tiers I, II and III, remember if you take unpaid leave, you will not receive any retirement credit.

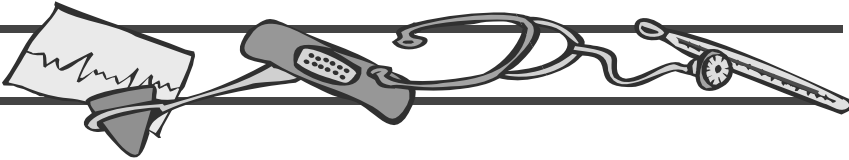
## First Aid/CPR Training

The TOTEM Board and Employee Representatives are certified to train TOTEM Employees in First Aid/CPR. To help train as many members as possible, First Aid/CPR classes will be held at the TOTEM Office during the 2018/2019 School Year. Here are the dates:

Saturday, November 17, 9am-1pm (Recertification)

Saturday, January 19, 8am-4pm

If you are planning to attend a TOTEM First Aid class, please sign up on [mylearningplan.com](http://mylearningplan.com).



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on our new  
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page!**



## Important PSP Information

Good news! As paraprofessionals, now all TOTEM members are eligible to pursue a PSP application. You must be a TOTEM member and attend an introduction to PSP workshop to get started. PSP certificates are based on your time with TOTEM, work experience, continuing education through My Learning Plan, affiliation with TOTEM, Alaska Public Employees Association, American Federation of Teachers and National Association of Educational Office Employees, as well as a written evaluation from your Supervisor/Principal. TOTEM members who have been employed for at least two years are encouraged to sign up for the workshop to see if it is an option for them to pursue.

In preparation for the January 15<sup>th</sup> NAEOP certification deadline we have scheduled the following workshops. Please register on MLP for the session you are going to attend.

Tuesday, October 23	6 pm – recertifications
	6:45 pm – new certificates

There are also workshops in November and December designed to help you complete your paperwork. Please note that these workshops are open to TOTEM members who have previously attended a “Getting Started” workshop. **Amey Tamagni** is the current TOTEM PSP Chair. You can reach Amey at [Tamagni\\_Amey@asdk12.org](mailto:Tamagni_Amey@asdk12.org).

## TOTEM New Employee Orientation Dates:

As a new TOTEM employee, our goal is to be sure that you understand the rights and benefits of being part of this union and the Anchorage School District.

Please come by and talk with some of our Board members to learn more at our new employee orientation. You will have an opportunity to get your questions answered and we can provide you with further information on anything that you find in your new member packet. All TOTEM Members are welcome to join us!

Mark your calendar and join us for one of these dates:

Monday, October 15, 5:30 pm
Wednesday, November 28, 5:30 pm
Wednesday, February 6, 5:30 pm
Monday, April 22, 5:30 pm

All meetings will be held at the TOTEM Office, 3310 Arctic Blvd, Ste 200. We hope that you will give us a call with any questions: 562-1183.

**TOTEM  
EMPLOYEE REPS  
NEEDED!**

We need Employee Reps. The Reps protect your contractual rights. They attend meetings with employees who have been called to meet with their principal, supervisor or Contract Administration. They are someone who will listen, a safe person to talk to about your concerns.

If you think you might be interested, please give the TOTEM office a call at 562-1183.



Do you have a suggestion and/or a presenter you would like to see at the 2019 TOTEM Spring Conference? If so, please email the information to the TOTEM Office at [totemassoc@gci.net](mailto:totemassoc@gci.net).



**To Our New Board Member!**

We want to take a moment to welcome Paula Bryner, Special Education Teacher Assistant in Speech to serve on the TOTEM Board as a Member at Large Instructional. Paula has been a member of TOTEM since 2017 and is excited for this opportunity to serve.

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## Association Leave Bank

On the October 19<sup>th</sup> payday a three (3) hour leave deduction will be made. This deduction is for the Association Leave Bank. Below is the Contract language as to the purpose of the Association Leave Bank.

**108 ASSOCIATION LEAVE BANK**

*There is hereby created an Association Leave Bank administered by the District, with a semi-annual report of the balance and withdrawals provided to the Association. Employees accruing leave shall contribute annually three (3) hours to the Bank through payroll deduction during the first thirty (30) calendar days of employment and/or when the amount of Association leave time in the Bank is less than 750 hours.*

*Withdrawal requests from the Bank, except for 110 hours per week deducted by the District for funding of the TOTEM Labor Liaison position, will be for the purposes of Agreement negotiations, Executive meetings, Association sponsored training, and other Association-related purposes. Requests for withdrawals from the Bank shall be made by the Association President in accordance with District procedures with a copy of the request sent to the Association. Such requests shall be approved and shall not be unreasonably denied. Leave transferred to the Bank is final and not recoverable for re-credit to an employee's annual leave. Bank accumulation is not transferable to any other bargaining unit.*