
Update on EA Contract Talks

Within our union, there are four separate bargaining units. By law, each unit must bargain its contract separately.

After a tentative agreement was reached in teacher negotiations, the School Board cancelled the next EA contract bargaining session. MPS is preparing a comprehensive proposal to present to our union's EA bargaining team. The date for the next session is not set.

No "Me Too" Provision

There is no provision in the EA contract which guarantees the same health benefits, salary raises, and other provisions which the School Board has bargained with our union's teacher unit.

The district has not indicated what health benefits it will offer to EAs. MPS has made health proposals to other classified employees which are different from what it has negotiated with the teacher unit.

When the Board's team presents its proposal, we'll have an update at mtea.org and in [Team-Mate](#).

EA Transfer Limits

- ◆ You must complete a one-year probationary period to be eligible for additional hours or a different position at your school, or to transfer to another school.
- ◆ You may transfer voluntarily only once each school year.
- ◆ General EA vacancies are **not** posted. Instead, they are offered by seniority to assistants on layoff.

Your Day - ESP Day

Our union deeply appreciates what you do every day to help students succeed in school. Your dedication, compassion, and hard work make a difference! Each and every EA plays an invaluable role in providing great education opportunities in every school in MPS.

The National Education Support Professionals (ESP) day is **Wednesday, November 17**. You are an ESP and we want to invite you to our social celebration (see below). This is an opportunity for union solidarity and well-deserved recognition and appreciation.

Our Union's ESP Day Celebration

- Who:** You!
- Where:** MTEA Building, 5130 West Vliet Street
- When:** 5:00 p.m. - 8:00 p.m.
Wednesday, November 17
- What:** Food, beverages, and door prizes
- RSVP:** Call 259-1990 or go to mtea.org (Events).
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Filling EA Vacancies

The contract has 3 ways to fill a vacant EA position. **First**, by an EA within the school. **Second**, if not filled within the school, by EAs working for MPS at another school. **Third**, if a position isn't filled within the school or district, the principal may hire a new employee.

Two-Day Posting Within A School

By contract, additional hours or vacant positions in a school must first be offered to the educational assistants within the building, as follows:

Additional Hours - If there are **additional hours** available within a school, the hours must be offered to permanent assistants working in the building in order of system-wide seniority, provided they are qualified and available to perform the duties of the position.

Vacant Positions - If there is a **vacant position** available at your school, the position must be offered to assistants working in the building in order of system-wide seniority, provided they are qualified and available to perform the duties of the position.

Postings at School - Notice of **additional hours** or **vacant positions** within a school must be posted in the school office, with a copy to the MEAA Educational Assistant Chairperson, for a period of two workdays.

Please continue on back...



Two MEAA Representative Positions Open: Apply Now

If you work in special education or in a bilingual program, please consider serving as a representative on the MEAA Executive Council. If selected by a special MEAA committee and approved by the EA Council, you will serve until June 2012.

To apply, please send a brief letter expressing your interest to MEAA President Tjuna Eggson at the MTEA Building; 5130 West Vliet Street; Milwaukee, Wisconsin 53208.

Your letter of interest must be received at the MTEA Building by Wednesday, **November 17**.

Layoff Update

As of November 1, there are 55 general educational assistants on layoff. The most senior EA on layoff has a November 22, 1997 start date.

Recall Rights Reviewed

Whenever a general EA vacancy arises, the most senior general EA will be notified for recall. You have four workdays from the date the recall notice is sent to reply and must report to work within 5 workdays. If you can show that you did not receive the notice (through no fault of your own), you will remain on the recall list.

You retain your recall rights for up to 3 calendar years from the date of layoff. You retain your seniority, accumulated sick leave hours, and hours for salary rate placement.

No Other EAs on Layoff

There are no paraprofessionals and EAs in other job classifications (safety, deaf and hard of hearing interpreters, and child care assistants) on layoff.

Special Invitation

We encourage all EAs on layoff to come to the ESP Day celebration (details on front). You are part of our union, and we want to include you in this fun event.

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Five-Day Posting Systemwide: Online Only

If a vacancy is not filled by an EA within a school, the contract requires MPS to post the vacancy districtwide on the MPS portal for 5 workdays. **All postings and all applications are now done online.** (Vacancy transfer sign-up sheets are no longer posted at the central office.)

Apply on the MPS Portal

- ◆ First, go to the MPS website and click on "**Employee Self Service**."
- ◆ Click on "**Employee Self Service**" again.
- ◆ After you log in, click on "**Careers Selection**."
- ◆ To find out the paraprofessional vacancies (or other EA openings), click on "**Classified Jobs - Initial App**."
- ◆ If you click on a position of interest, you can view the job description for that vacancy.
- ◆ To apply for **only** that vacancy, click on "**Apply Now**."
- ◆ To apply for two or more positions, click on "**Return to Previous Page**." Check each vacancy that interests you and then "**Apply Now**."

You are not required to provide any of the optional information.

The online application process is set up for various MPS job postings (not just EAs). You will see pages with **voluntary** options to add information to your application. At your option, you may add your resume, education history, work experience, employee details (including "Reason for Leaving"), and your response to an essay question.

Last Step - "Submit"

Whether or not you add any information to your application, your final click is "**Submit**." You should receive an e-mail message confirming your application is being considered.

Qualified Generals Should Apply for Paraprofessional Vacancies

General educational assistants with 60 or more college credits are urged to apply for paraprofessional positions. However, the school district considers a general moving into a paraprofessional position a promotion - a change in classification that requires the recommendation of a principal.

Important Clarification for General Assistants

If you are a general educational assistant with 60 or more college credits, you should be aware that:

- ◆ The principal is not required to promote you if you apply for a paraprofessional vacancy at your school. The principal **must** consider you and **may** recommend your promotion.
- ◆ You **cannot** obtain a **seniority** transfer to a paraprofessional vacancy at another school.
- ◆ If fewer than three paraprofessionals apply for a paraprofessional position **at a school that fills vacancies through the interview process**, the list of the three most senior applicants will be supplemented by general assistants seeking paraprofessional status. In this situation, you will be interviewed if you are one of the three most senior applicants.