

# Update

January 24, 2019

## Thinking about a transfer, reassignment, job share, or leave?

If you're considering requesting a change in placement for the 2019-20 school year, it's important to know there are specific provisions in the contract that govern how transfers/reassignments are handled. We'll summarize key pieces in this Update, but we encourage you to carefully read [Article 23](#) in the contract if you're thinking about making a transfer or reassignment request.

### To request a transfer or a reassignment, you must:

- Hold a continuing contract (a provisional contract is a continuing contract).
- Have had at least two consecutive years of overall proficient end-of-year evaluations directly prior to the time of the request.
- Hold the required certification and qualifications for the requested position(s).

### In addition, please note the following:

- If you are a **classroom teacher, library media specialist, or counselor**, you should read [Section 23.4](#) in the contract for the **transfer** language and procedure if you want to transfer to a similar position at another location in the district.
- If you are a **specialist** in a program (Preschool through K-12 special education teacher, elementary Safety Net, ELL, elementary PE and music, elementary Quest, OT, PT, SLP, Vision/Orientation/Mobility specialist, or psychologist), you should read [Section 23.6](#) in the contract for the **reassignment** language and procedure if you want to be reassigned to a similar position at another location in the district.
- If you want to transfer to a different level or to a position outside of your current assignment, you should read [Section 23.8](#) in the contract for the language and procedure.
- The **transfer request window for all elementary and secondary teachers is February 8 through March 1 @ 4:30.**
- If you think there might be any slight possibility, however remote, that you might want a transfer or reassignment for the 2019-20 school year, you should fill out a request. You can always take your name off the list later, but you can't add your name after the deadline has passed.
- It is your responsibility to make sure that you have followed the processes correctly. Human Resources will not notify you if there is a problem with your paperwork. If you have questions, contact Bill Rosen [wrosen@lwsd.org](mailto:wrosen@lwsd.org) for clarification.
- You can turn down up to two transfer/reassignment offers before being dropped from the list.
- If you turn down a transfer/reassignment offer, you will remain in your current position, so there is little risk in putting your name on the list.

**For job shares:** It's important to carefully read [Appendix M - Job Share](#) in the contract if you're interested in applying for a job share for the 2019-20 school year. Applications can be found on the staff portal. The deadline for submitting a job share proposal to your principal is **March 1, 2019**.

**If you're thinking about requesting a leave of absence (non-child care):** Want to take a year off to recharge your batteries, travel, go to school, or spend more time with your family? You can request an unpaid leave of absence to do so. Employee Request for Leave forms (Form 6059) are available in your building's office, and the deadline for submitting your request to Human Resources is **March 1, 2019**. (Keep in mind that leaves will not be approved for those who want to try out a different career or want to work in another school district or private school. You can, however, substitute teach in the Lake Washington School District while on a leave of absence.) Refer to [Section 19.11](#), Leave of Absence, in the contract for more information.

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## ActivInspire and ActivBoard

### Will be Leaving the Classroom

Over the past two years, Technology Operations and Technology Integration have communicated that ActivInspire software had reached end of life and was no longer fully supported by Promethean. Due to licensing agreements, ActivInspire and ActivBoard **drivers will be removed from teacher devices as of June 30, 2019**. This means that ActivInspire flipcharts will no longer function on LWSO devices.

Teachers who wish to access information in existing flipcharts will need to convert files to OneNote, PowerPoint, etc. by June 30, 2019. Instructions are posted on [KIT](#).

SMART Notebook, a software program designed to create interactive, dynamic lessons is currently available on all elementary teacher devices and will be pushed out to secondary teacher devices in **January 2019**. If teachers do not see SMART Notebook by January 25, they need to submit a HELPDESK ticket.

Professional Learning specific to SMART Notebook will be provided to secondary schools during the ActivBoard replacement process. Instructions for building lessons within SMART Notebook are posted on [KIT](#).



### Deduct your dues

Did you know that you can deduct most of your association dues from your income tax? The dues deduction amount for teachers is as follows:

<b>.76-1.0 FTE</b>	<b>\$1,093.60</b>
<b>.51-.75 FTE</b>	<b>\$ 957.68</b>
<b>.26-.50 FTE</b>	<b>\$ 568.24</b>
<b>.10-.25 FTE</b>	<b>\$ 390.88</b>

Please remember that your 2018 dues for income tax purposes includes 8 months at the 2017-18 dues rate and 4 months at the 2018-19 dues rate. If you have changed FTE from last year, keep in mind that your dues will be different – you will need assistance in determining the correct dues amount. If you have any questions, please contact [Terri Neely](#) in the LWEA office.

## Interested in Learning About National Board for Professional Teaching Certification?

Have you been considering the National Board pathway toward professional certification?

Then you need to attend any **one** of the following information sessions located at the LWSO Resource Center either on:

**April 18<sup>th</sup> in Sammamish, 4:30-5:30,**  
**May 16<sup>th</sup> in Sammamish from 4:30-5:30, or**  
**May 23<sup>rd</sup> in the Board Rm from 4:30-5:30.**

National Board Certification is the highest credential in the teaching profession and is a voluntary process established by the National Board for Professional Teaching Standards (NBPTS). Certification is achieved through rigorous performance-based assessments that can take 1-3 years to complete. The process measures what accomplished teachers/librarians or school counselors should know and be able to do. In addition, holding a valid NBPTS certificate, satisfies the ongoing clock hour requirement for 5 years of a teaching certificate, or the requirements of the Washington State Professional Certificate, whichever is applicable.

Additional information for National Board Certification is available by visiting the [National Board for Professional Teaching Standards website](#), calling 1-800-22TEACH or contacting Kathy Colombo, [kcolombo@lwsd.org](mailto:kcolombo@lwsd.org).

\*If you are interested in attending one of the NB Information Sessions please email Kathy Colombo, [kcolombo@lwsd.org](mailto:kcolombo@lwsd.org) to secure a seat.

If you have questions regarding the meeting, you can also contact Kim Lucas, [klucas@lwsd.org](mailto:klucas@lwsd.org) or 425-936-1253.

We look forward to seeing you on either **April 18<sup>th</sup>, May 16<sup>th</sup>, or May 23<sup>rd</sup>** at the LWSO RSC. Our next year's Cohort begins in late June. You must attend an Information session and the LWSO NB Foundations (June and August) or WEA JUMPSTART to complete Components 2, 3 or 4 with the LWSO NB Cohort in 2019-2020.

#### LWEA Office

10604 NE 38th Place, Suite 212  
Kirkland, WA

425-822-3388



#### Office Staff

Office Manager: [Sheila Hagerman](#)  
Admin Assistant: [Terri Neely](#)

UniServ Rep: [Jennifer Silves](#)

# Nominations Are In .....

## LWEA Officers and Executive Committee

### President:

Howard Mawhinney  
LWEA Office / 425-822-3388

### Vice President:

Gerry Wilson  
Muir / 425-936-2640

### Primary Rep:

Patti Cook  
Rush / 425-936-2690

### Intermediate Rep:

Ben Corey  
Rockwell / 425-936-2670

### Middle School Rep:

Kyla Thompson  
Finn Hill / 425-936-2340

### High School Rep:

Katie Badger  
RHS / 425-936-1800

### Specialists Rep:

Marilyn Hargraves  
LWHS / 425-936-1700

### Special Services Rep:

Sarah Cooper  
Juanita Preschool / 425-936-2570

### Ethnic Minority Rep:

Maryziel Galarpe  
Blackwell / 425-936-2520



The following LWEA members were nominated by their colleagues and will appear on the February 6<sup>th</sup> Election Ballot.

### WEA Rep Assembly: (36 nominations for 33 delegate positions)

Kathy Aslamy	Katie Badger	Jennifer Balke	Kelsey Brown
Patti Cook	Sarah Cooper	Ben Corey	Lisa Daniel
Emily Farnham	Michael Finley	Maryziel Galarpe	Marisa Gonzalez
Cookie Grant-Suggs	Marilyn Hargraves	Cathey Hettinger	Emily Hofmann
Sandra Hofmann	Lee Ann Jackson	Heather Jones	Abbie Kruse
Leanne Mawhinney	Howard Mawhinney	Bryan Melerski	Chanel Murray
Fareeha Nasir	Miok Oh	Denise Radecke	Hanah Rasmusen
Kelsey Rataushk	Alison Short	Jamie Teteak	Kyla Thompson
Icis Tirado	Loren Turner	Mary Kay Weinmeister	Gerry Wilson

### NEA Rep Assembly: (16 nominations for 12 delegates positions)

Kathy Aslamy	Patti Cook	Sarah Cooper	Emily Farnham
Michael Finley	Cookie Grant-Suggs	Marilyn Hargraves	Cathey Hettinger
Heather Jones	Abbie Kruse	Leanne Mawhinney	Howard Mawhinney
Fareeha Nasir	Denise Radecke	Mary Kay Weinmeister	Icis Tirado

**President:** Howard Mawhinney

**Vice-President:** Katie Badger

**Primary Rep:** Patti Cook

**Intermediate Rep:** Cathey Hettinger

**MS Rep:** Kyla Thompson

**HS Rep:** No Nomination

**Special Services Rep:** Cookie Grant-Suggs

**Specialist Rep:** Marilyn Hargraves

**Ethnic Minority Rep:** Maryziel Galarpe and Michael Finley

Members in good standing will have the option to select a "write-in" nominee on the ballot.

## LWEA ..... Together we are strong!

### LWEA Benefit Pool Change

Based on current enrollment, medical usage, and state contributions, the district has calculated that the amount provided for benefits for full-time employee will decrease by \$10 per person per month.

This change will be effective in the January 31, 2019 payroll.

## Marketplace

Ads are run in the Update on a first come, first served basis. All ads need to be in written form. Send directly to [Sheila Hagerman](#) in the LWEA office.

All ads are subject to the approval of the LWEA Executive Committee and may be edited for length.



**Jan 24**  
Newbie Night

**Feb 2**  
WEA United for  
Safety Conf

**Feb 5**  
Executive Comm Mtg

**Feb 6**  
LWEA Elections Open

**Feb 14**  
Valentine's Day

**Feb 14-18**  
Mid-Winter Break

**Feb 18**  
Pres Day/Lobby Days



## Shout Out .....

**Cookie Grant-Suggs**, was chosen to receive an NEA Appreciation Lunch for the entire staff at Muir Elementry on Friday, January 25.

## Save the Date .....

A gathering for Educators of Color

February 27, 2019

5:00 – 7:00 PM

**Guest Speaker:** Maketa Wilborn

**Topic:** Navigating Whiteness in the Workplace

**Where:** Lake Washington Education Association

See [flyer](#)

## FOR SALE:

**2005 Toyota Corolla LE:** (silver) Clean, straight body with minimal scratches, Automatic, four door, Sunroof, Remote start. Recent Upgrades: Navigation, back up camera, stereo w/Bluetooth, front seats – leater & heated. Mileage: 135,000 (approx.) Clean title/no accidents. \$4,500 OBO Pictures available upon request. Contact Kellie at [kellie.adams@live.com](mailto:kellie.adams@live.com) (Kellie Adams, Lakeview EI)

**CardioFIT Lifestyler Exercise Machine:** Sears, Low Impact, Like New! FREE!! Charlotte Hill (retired) 425-881-1540 [dhilladak@aol.com](mailto:dhilladak@aol.com)

## WANTED:

**Candyland Board Game:** Just the board would be fine. Katy McCorkle, RMS 425-941-0425 [cmcorkle@comcast.net](mailto:cmcorkle@comcast.net)

## 2019 WEA Member Lobby Day

The 2019 WEA Member Lobby Day will be held on Monday, February 18<sup>th</sup>, President's Day, at the Governor Hotel in Olympia. The hope is that holding Lobby Day on a holiday will enable more WEA members to join the annual lobby day activities. Members are invited to join the LWEA Lobby Team leaders at 9:30 in Olympia for scheduled visits with legislators from the 45<sup>th</sup> (and possibly 48<sup>th</sup> and 1<sup>st</sup>) beginning around 10:00 AM. This is LWEA members opportunity to visit with legislators to promote the 2019 WEA Legislative Agenda and voice any concerns about specific legislation.