



Update - Stay Connected

September 29, 2020

Survey

LWEA members – you will be receiving a brief survey, regarding returning to school, at your home email later today. **Please fill out ASAP.** It will only take about 8 minutes. All members are strongly encouraged to participate. This is how we bring your voice to the bargaining table.

First Payday of the 2019-20 School Year – Wednesday, September 30

Start a good habit and verify the accuracy of your pay information in [Employee Access](#). **Before** placing that phone call or sending an email, read the following information:

- New hire placement and education advancement credits for movement on the salary schedule will be processed in October or November and pay will be retroactive to the beginning of the school year.
- Certificated staff can view current salary placements in [Employee Access](#) under “Lane/Step History” (adjust records displayed and effective date).
- Updated salary placements will be in Employee Access no later than November 30.
- Super contracts will be paid starting in October and paid over 11 months.
- Activity stipends will be paid starting in November and paid over 10 months.
- For compensation schedule view: [2020-21 Compensation Schedule](#)
- For salary schedule view: [2020-21 Salary Schedule](#)
- To understand your paycheck view: [Know Your Paycheck](#)
- **NOTE:** timecard pay/extra hours/sub pay is paid through the 10th of each month. September paycheck reflects extra hours worked from Aug 11 – Sept 10.

For questions regarding Salary Placement:

- Certificated staff can interpret salary placement in Employee Access at [How to View Salary Placement on Employee Access 2019-20](#)
- To understand how certificated staff are placed on the salary schedule read : [Placement and Advancement on LWEA Salary Schedule](#)

If you still have questions related to placement on the salary schedules, contracted hours and/or assignments, please use the Human Resource contacts below:

- Eastlake area schools and ESAs (OT, PT, SLP, Psych) – apetes@lwsd.org
- Juanita area schools/Bus Drivers/Support Services – bmedhaug@lwsd.org
- Lake Washington area schools/Resource Center/WaNIC – hangel@lwsd.org
- Redmond area schools/Custodians/Extended Day/SS Willows – epoulson@lwsd.org

For questions related to payroll, additional pay or retirement: Contact Payroll via askpayroll@lwsd.org

For all benefit questions contact: Sebbbenefits@lwsd.org



LWEA is Hiring

Administrative Assistant (Field Assistant II)

The WEA/LWEA is seeking applicants for the position of Administrative Assistant in our Redmond office. This position is available to internal and external applicants. The position is posted on the WEA website as:

Field Assistant II – Lake Washington UniServ Council – Redmond, WA

To view the job description, review the application procedures, and complete an online application, please go to the [WEA jobs page](#).

The closing date for receipt of application materials for the position is **October 7, 2020**.

Keep Our Students Safe

It's important to know that under Washington state law, you are required to report any suspected child abuse or neglect to Children's Protective Services (CPS) or law enforcement. Failure to do so could result in your teaching certificate being revoked, which would prevent you from teaching in any public school in Washington. (District policy requires a report be made to both CPS **AND** law enforcement.)

District policy directs principals or their designees to make the report, but under the law, employees are not relieved of their responsibility to report if the principal does not act upon the employee's request.

Therefore, it is extremely important that teachers obtain documentation that a report has been made. Reports to CPS must be made as soon as possible, but in no case later than 48 hours after first suspecting that abuse/neglect has occurred – even if this means you have to call CPS yourself in order to meet the deadline.

Be sure that a report form has been filled out with one copy retained in the building office and one kept for your files. Keep your report in a confidential, locked filing cabinet and not left out for others to see or access.



**October is
Bullying
Awareness
Month**

An offensive comment. A shove. A tweet. Bullying behavior can take many forms and have many motives.

Every October, schools and organizations across the country join STOMP Out Bullying™ in observing National Bullying Prevention Month. The goal: encourage schools, communities and organizations to work together to stop bullying and cyberbullying and **put an end to hatred and racism** by increasing awareness of the prevalence and impact of all forms of bullying on all children of all ages. Learn more at: [Stomp Out Bullying](#)

LWEA Office is relocating. We will move into our Redmond location later this year.

425-822-3388



Office Staff

Office Manager: [Terri Neely](#)
Admin Assistant: [Lama Chikh](#)
UniServ Rep: [Katie Bishop](#)

LWEA Officers and Executive Committee

President:

Howard Mawhinney
LWEA Office / 425-822-3388

Vice President:

Katie Badger
LWEA Office / 425-822-3388

Primary Rep:

Patti Cook
Rush / 425-936-2690

Intermediate Rep:

Mary Kay Weinmeister
Rockwell / 425-936-

Middle School Rep:

Kyla Thompson
Finn Hill / 425-936-2340

High School Rep:

Rachelle Horner
EHS / 425-936-1500

Specialists Rep:

Marilyn Hargraves
LWHS / 425-936-1700

Special Services Rep:

Cookie Grant-Suggs
Rush / 425-936-2690

Ethnic Minority Rep:

Cathey Hettinger
Barton / 425-936-2480

**LWEA -
this is your union!**



New Trainings to Support Educators with Distance Learning

The WEA is proud to announce a series of trainings to help educators who are serving students through remote, distance, and hybrid learning environments. Our feedback from educators is that they need practical “quick bursts” of trainings to support the current distance learning reality. As a result, between September 30 and December 2, WEA will offer 90 minute Zoom trainings focused on those kind of supports. Some offerings include:

1. Social Emotional Learning in a Virtual Space
2. Building relationships at a distance
3. Planning for distance learning
4. Providing accommodations and scaffolds in remote learning environments
5. Facilitating quality practice in virtual classrooms.
6. How to successfully use screencasting in virtual environments

IMPORTANT: Registration is a TWO Step Process

1. Register for each course using the link on the flyer
2. Use the registration link in your confirmation email to complete the Zoom registration

You will immediately be directed to the course Zoom information page, including the link to access the course. SAVE this information. You can also add the event information to your calendar from this page.



Register early as we only have space for the first 500 participants. Once a course has reached capacity, it will no longer appear in the dropdown menu. If you have questions, please contact Annie Lamberto, alamberto@washingtonea.org or Rosy Wokabi, rwokabi@washingtonea.org

For course description, date, time and registration:

[Online Workshops NEA.WEA.IPP](#)

Know Your Contract Language:

Building Budget

Article 10- Employee Rights & Responsibilities

Section 10.10

By October 1 the principal will seek input from interested staff regarding the building budget. Principals will distribute finalized copies of the building budget, including carryover, using a standard format, and will hold a meeting to discuss the final budget with interested staff by November 15. When a building receives Federal and State CTE funding, those funds will be clearly defined in the budget.

Marketplace

Ads are run in the Update on a first come, first served basis. All ads must include a home email and/or phone number. Send directly to [Terri Neely](#) in the LWEA office.

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



Sept. 29

Competency Teams Meeting

Oct. 5

School Board Mtg

Oct. 6

Exec Committee Mtg

Oct. 12

Columbus Day

Take some time to enjoy the sun this week.



When You Need a Little Support

As an LWSD employee, you and your immediate family have access to the district's Employee Assistance Program. This program is a confidential, professional assessment and referral program that is provided for anyone who might be having problems that affect their personal happiness, family relations, overall health, or job performance.

The LWSD has contracted with Bellevue Community Services to provide up to six face-to-face sessions, counseling and consultation sessions per school year. Participation is entirely voluntary and confidential, and neither the District nor your coworkers will have any knowledge of your request for help.

If you could use some assistance, call Bellevue Community Services at 425-454-0616 for an appointment.

We are all being affected in one way, or many, by the events of this year. We can get through this together.

Show you care

Give Someone A Hug Today!

Even if it is a virtual hug! Let them know you care.

A hug for you, my friend

