

# EXECUTIVE COUNCIL Agenda

## September 4, 2024

### I. Minutes Approval

- A. May EC
  - 1. MSVA

### II. Reports of Officers

#### A. President

- a. Welcome to the Exec Council. This is the meeting that allows NAFT to conduct the business of our organization. Each of you are here because you have stepped forward to help our colleagues and this organization. These meetings are conducted using Robert's Rules of Order. Each member of EC has an equal voice in these meetings. Only Elected Officers and Building Representatives (not alts) have a vote.
- b. NAFT Constitutional Objectives:
  - i. To bring the educational employees of the North Allegheny School District into a relationship of mutual assistance and cooperation;
  - ii. To obtain for said educational employees the rights and privileges to which they are entitled;
  - iii. To raise the standard of the educational system by securing the conditions essential to the best professional service;
  - iv. To promote the welfare of the children and the community by providing progressively better education opportunity for all;
  - v. To strive toward the elimination of racism, bigotry, and bias in education in all its forms;
  - vi. To promote the professional growth of its members while at the same time protecting the rights of the teachers and other educational employees.
- c. AFT-PA Labor Leader Institute
  - i. Week long training hosted at the PFT400 building about running a local. It covered negotiations, grievances, arbitration, governance, etc.
- d. Rothman Gordon Labor Institute
  - i. This training worked through dispute resolution, grievances, and the benefits of having a mediation present during negotiations.
- e. **Kids First: Now & Always**

#### B. Para Chapter President, Terry Spaley

- a. Para Lunch/District opening
- b. Building rep training/ if list is incorrect, let me know
- c. Contact new hires / monthly meetings
- d. Make sure taking breaks and lunches
- e. Membership- 16 new members this year-73%
- f. Questions/concerns
  - i. Healthcare for Paras/Pro retirees HOP from PSERS  
<https://www.hopbenefits.com/>

#### C. Executive VP

- a. Building Schedules: Please check your building master schedules to be sure everyone has a 30 minute lunch, 45 minute discretionary, 30 minute guided plan (recess) and student contact time should not be longer than 2.5 hours
- b. Indoor Recess: No teacher or para should be covering two rooms at one time. A classroom can be split to add to another homeroom so one adult is staying in one

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classroom. Max of 35 kids in one room, per coverage

- c. Study hall cap of 50 students at High School
- d. Copy Center- Please send me any information regarding Copy Center issues.

### D. Special Education VP, Hreha

- a. Work directly with your coordinator whenever you have a question about paperwork or process.
  - i. K-5: Cindy McKenzie
  - ii. 6-10: Patty Tkacik
  - iii. 11-12+: Stephanie Svilar
- b. Contact Matt Hreha for support with special education paperwork or programming.
- c. PIC: Guided Plan to be continued...

### E. Upper Secondary VP

- a. Remind members of their Weingarten Right. Every member in a discussion with administration should ask themselves the following question:  
"Could this result in discipline or a change in my placement or responsibilities?" If the answer is anything but a definitive "no", they have the right to Federation representation; we strongly recommend exercising that right. However, the member must ask for the NAFT Representative; the administration doesn't have to offer.
- b. Monthly building meetings and meetings with administration are an expectation of the building representative position.
- c. If someone is called for a formal conference, and that individual shares that with a building representative, a VP must be notified.
- d. Confidentiality is a must when dealing with our members.
- e. Keep an eye out for "Responsibility Creep"

### F. Middle VP

- a. Middle Schools' Open House is Thursday, September 5th with a new format.
- b. Contact Bill Mascari with any questions or concerns.

### G. Elementary VP

- a. Schedules, looked over for open house. There is a checklist.
- b. September 12th this year.
- c. Stand outside your room.

### H. Secretary, Allen

- a. Please <http://naft.pa.aft.org>
- b. Please double check the list of Reps and Chairs [LIST](#) new reps guests sign in!
- c. Encourage members to visit <http://naft.pa.aft.org> communications and building meetings:
  - i. Please be mindful not to send materials to non members in your buildings
  - ii. Please be careful of any sensitive union materials and who they are shared with

### I. Treasurer

- a. First dues deduction will begin on September 13, 2024 and will conclude with the pay on June 6, 2025 (20 out of 26 pays) Please check your pay to verify dues are being deducted and also that it is the correct amount
- b. Dues deductions for the 2024/25 school year

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2024/25 Dues Schedule						
Category	Salary Scale	NAFT increase	AFT-PA increase	AFT increase	Deduction/ Pay	Annual Amount
1	\$49,155 and up	\$0.25	\$0.15	\$0.00	\$35.35	\$707.00
2	\$30,000 - \$49,154	\$0.13	\$0.08	\$0.00	\$18.56	\$371.20
3	\$15,000 - \$29,999	\$0.13	\$0.08	\$0.00	\$17.06	\$341.20
4	>1040 hr. Employees - \$14,999	\$0.13	\$0.08	\$0.00	\$14.56	\$291.20
5	1040 hr. Employees	\$0.07	\$0.04	\$0.00	\$7.76	\$155.20

c. Financial statement from 2023/24 Fiscal Year is below

d. Items of note

- i. President's Coffee
- ii. New Hire Lunch
- iii. Membership Cards/Punch Cards
- iv. Awards for Attendance/Organizer
- v. NAR Stipend for Retirement Meetings
- vi. Pins for Members
- vii. Donation to golf outing
- viii. Donation to The Foundation
- ix. Basket for autism benefit
- x. Photo booth at Prom
- xi. Retirement gifts
- xii. Member bereavement
- xiii. Socials
- xiv. Picnic for Labor Day

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## NORTH ALLEGHENY FEDERATION OF TEACHERS

### Statement of Activities

September 2023 through August 2024

	Sep '23 - Aug 24	Sep '23 - Aug 24
<b>Income</b>		
400 • Dues	504,546.35	504,546.35
<b>Total Income</b>	<b>504,546.35</b>	<b>504,546.35</b>
<b>Expense</b>		
500 • Per Cap - AFT	174,816.42	174,816.42
505 • Per Cap - PAFT	101,259.52	101,259.52
510 • Per Cap - AFL-CIO	5,311.90	5,311.90
515 • Per Cap - Labor Council	3,863.20	3,863.20
520 • Insurance	3,763.91	3,763.91
525 • Rent	19,810.00	19,810.00
530 • Officers Salaries	53,426.41	53,426.41
535 • Telephone	519.00	519.00
540 • Postage	39.60	39.60
545 • Office Expense	3,218.95	3,218.95
550 • Equipment	3,296.94	3,296.94
560 • Members Service	2,980.71	2,980.71
565 • Conventions	924.47	924.47
570 • Gifts/Donations	3,195.45	3,195.45
575 • Social Functions	646.02	646.02
580 • Negotiations	240.36	240.36
585 • General Meetings	473.36	473.36
588 • Exec Council Meetings	574.55	574.55
590 • Dues Rebates	19,833.00	19,833.00
605 • Legal Defense	2,415.46	2,415.46
606 • Accounting	4,500.00	4,500.00
608 • Scholarships	5,000.00	5,000.00
610 • President's Remuneration	70,265.34	70,265.34
<b>Total Expense</b>	<b>480,374.57</b>	<b>480,374.57</b>
<b>Net Income</b>	<b>24,171.78</b>	<b>24,171.78</b>

### III. Committee and Board Reports

#### A. Retirees (Dave McDonald)

- a. <https://naretired.org/>
- b. NAR Retirement and Medicare seminars
  - i. Oct 16, Dec 11, and Jan 16
- c. When you sign up to attend, we ask for a one time fee of \$15 to be made out to NA Retired. (If you have already paid this fee we will have a record.)
- d. To attend any of these meetings RSVP to Margie Linner - [mlinner@naretired.org](mailto:mlinner@naretired.org)
- e. \$15 Fee – check made payable to NA Retired, and mailed to John Schwoebel, 126 Grove Hill Rd., Baden, PA 15005
- f. NOTE: we will only zoom to your personal email address – not your NASD email address.

#### B. Foundation (Bill Mascari)

- a. NA Foundation Golf Classic is Monday, September 23 at the Sewickley Heights Country Club.
  - i. Motion: NAFT allocate \$250 to donate a basket for the Golf Classic.
    1. MSVA

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- b. The Trick or Trot 5K Race & 1 Mile Fun Run is Saturday, October 26 at the Marshall Campus. If you have never attended this event, it is fun for the entire family. Lots of new kids activities planned for this year. Registration is now open at:  
[northallegheny.org/trickortrot](http://northallegheny.org/trickortrot).
- c. Fall Grants Application Period will open in late September. Watch for an email reminder.

## C. District Advisory Team

- a. Meeting dates:
  - i. October 9
  - ii. March 12
- b. We need a DAT rep from each building to attend both meetings. Please complete this form when you have determined who the rep for your building will be:  
<https://forms.gle/x9JtfB7H2UdSvcx5A>

## D. Membership (Allen & Petronsky)

- a. Professionals:
  - i. Since the new hire day, we have had 27 members join. If you need to inquire about anyone's status, please email, text or call Bruce
  - ii. Please continue to reach out to new members, and remind current members of  
<https://www.aft.org/member-benefits>
  - iii. A list per building will be generated once the dues report is updated
  - iv. First Aid kits and info packets are available at the NAFT office. I have packaged them up by building, para and pro number count combined.
  - v. Please be very careful to not give out to non members.
  - vi. Insurance through AFT Accidental Death and Dismemberment New Cards. Mail to AFT
    - 1. <https://www.aft.org/member-benefits/insurance/accidental-death-dismemberment>
  - vii. Deals
    - 1. Union plus deals App  
[https://www.unionplus.org/?gclid=Cj0KCQjwi7GnBhDXARIsAFLvH4kMXbe7PI-mKp6OenVwExAepR2wKUflXfCgLgtFHxbbOrrdmIoxrJMaAkYiEALw\\_wcB](https://www.unionplus.org/?gclid=Cj0KCQjwi7GnBhDXARIsAFLvH4kMXbe7PI-mKp6OenVwExAepR2wKUflXfCgLgtFHxbbOrrdmIoxrJMaAkYiEALw_wcB)
    - 2. Discounts Page  
<https://docs.google.com/document/d/1j4qLLaqm5fxrClSf0J3I5KiIHC5XYwIn9OzQAujfNBQ/edit?usp=sharing>
- b. Paraprofessionals:
  - i. Paras - 206 Members - 150 Non-Members - 56 Participation 73%

## E. Sick Leave Bank

- a. Paraprofessional Chapter (Brittany Glass-NASH)
  - i. Open enrollment-9/22/24
  - ii.
- b. Professional Chapter(Ray Conway)
  - i. The NAFT Sick Leave Bank is not assisting any members with sick days at this time. We have approximately 1,175 days in the bank. We do not anticipate the need to have current members donate a day at this time during the 2024/25 school year. We will be accepting new member applications from now until **September 30th**. Please see your building rep for an application and return it to

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Ray Conway @McKnight Elementary by the above listed date. New hires will contribute one day this year and one day next year. Veteran teachers will contribute two days this year. Individuals will receive a copy of the application to confirm receipt.

F. Grievance Committee (Jenn Allen)

- a. It is important to adhere to the **“Obey now, grieve later”** mantra to be certain that the safety of students and staff are maintained and that an “insubordination” charge is not issued to a member who believes that the CBA is being violated.
- b. Grievance process
  - i. First step is very important,
    - 1. Did they contact an administrator and check CBA Language?

G. Committee on Political Education (Darcy Mautino)

- a. Please pay attention to the election and make a plan to vote.

## IV. General Business

A. Building Rep Responsibilities

- a. Building level Labor-Management meetings with principals.
  - i. Get them on the calendar at least once a month.
  - ii. Exclusively between admin and NAFT Reps or Officers.
  - iii. These are not to be done “as-needed.” You must put them on the calendar, otherwise they will not happen.
- b. Face-to-face Building Membership Meetings
  - i. At least once a month.
  - ii. Our members need to know when and where to discuss NAFT concerns.
- c. NAFT Building Reps are expected to complete a report each month to allow us to monitor the work you are doing in each of your buildings.
  - i. It is important that NAFT leadership receives these reports in a timely manner.
  - ii. The Link: <https://forms.gle/Ypgf1fotpsW2UP7y8>
- d. You are expected to be a union advocate in your building who is willing to advocate on behalf of NAFT and actively work to build positive relationships with the union. If you hear people using “the union” as if it is a dirty word, please consider the source and seek to find the truth of the matter. If you are uncertain about the truth, or NAFT’s role in an issue, contact one of us to get clarification. An age-old union-busting tactic is to sow the seeds of division among union members with subtle (sometimes, not so subtle) uses of anti-union rhetoric. Don’t fall for it. Seek the truth of the matter. If you know it, don’t be afraid to speak the truth of the matter. Be a positive, pro-NAFT voice. We want NAFT to always be seen in a positive light by the people we represent. (If you feel you cannot do this, please talk with me in the very near future.)

B. Executive Council Attendance for dues reimbursement

- a. The NAFT constitution states that “any member of the Executive Council who attends at least 80% of the required meetings during the course of a school year will receive a rebate” of some portion of their annual dues.
- b. We currently have 10 required EC meetings. You must be physically present and sign the attendance record for 8 of the 10 EC meetings to receive the dues rebate.

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- i. If you need to leave prior to the typical adjournment time, please email an officer. (There is an expectation that you will stay until the meeting is adjourned as part of your responsibilities as an elected representative.)

## C. New Member Recruitment

- a. This is the time of year that we get a lot of new hires into our Professional and Paraprofessional Bargaining units.
- b. We need people to join and participate in NAFT. (Union Pride = Union Strength)
- c. The link: <http://naft.pa.aft.org/join-union>
- d. Organizer Award Raffle
  - i. Any member who has a conversation with a nonmember that mentions the benefits of belonging to NAFT is eligible to win a \$100 prize. To enter all you need to do is complete this Google Form:
  - ii. <https://forms.gle/ejm9QbVWc>

## D. All NAFT members

- a. Verify that the CBA is being followed by NASD with respect to your work schedule. If you aren't sure about some aspect of this, reach out to us.
  - i. Make sure that you have a 30-minute duty free lunch.
  - ii. Be certain that you are getting the correct planning time (Discretionary and Guided) as well as a full allotment of Flex Time (45 total minutes before/after school).
  - iii. You should not be scheduled for more than 150 consecutive minutes with students without at least a 15-minute break.

## E. NAFT Building Meetings Dates (Para & Pro)

- |                            |                            |
|----------------------------|----------------------------|
| a. BWE (2/28/24 & 2/6/24)  | h. CMS (5/8/24 & 2/1/24)   |
| b. FES (1/31/24 & 5/17/24) | i. IMS (4/9/24 & 4/19/24)  |
| c. HES (3/26/24 & 5/7/24)  | j. MMS (--- & 2/22/24)     |
| d. IES (4/3/24 & 5/28/24)  | k. NAI (2/23/24 & 1/25/24) |
| e. MCK (12/7/23 & 2/27/24) | l. NASH (--- & 5/13/24)    |
| f. MES (10/26/23 & 3/7/24) | m. CAO (--- & ---)         |
| g. PES (--- & 1/30/24)     |                            |

## F. General Reminders

- a. **Obey now, grieve later**
- b. **Be careful with social media (avoid it if possible)**
- c. **Arrive on time, Leave on time**
- d. **We are always being watched and most likely being recorded**
- e. **Vote whenever you get the opportunity (elections have consequences)**
- f. **KFNA**

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### V. Unfinished Business

A. None.

### VI. New Business

A.

### VII. Dates To Remember ([NAFT calendar link](#))

## 2024-2025 Important Dates (Tentative)

#### Executive Council Meetings (4:15 NAFT)

September 4  
October 2  
November 13  
December 11  
January 8  
February 5  
March 5  
April 9 (GM)  
May 7  
June 3

#### General Membership (4:15 NAI)

April 9, 2024

#### DAT (12:15 CAO)

October 9  
March 12

#### PIC (3:00 CAO)

October 23  
January 29  
May 15

#### NAFT Socials

August 31 (Labor Day)  
September 20  
October 17  
November 22  
December 12  
January 16  
February 20  
March 20  
April 10  
May 15 (Retiree Celebration)

#### School Board Meetings

September 25th –MES  
October 23rd– IMS  
November 20th– NAI  
December 4th– FES  
January 22nd– MMS  
February 26th– MCK  
March 19th- PES  
April 23rd– IES  
May 21st– HES  
June 11th– BWE  
July – CMS  
August - NASH

### VIII. Adjournment (5:06 p.m.)