

# DIRECTIONS



*DIRECTIONS is published by Capital Area UniServ-North*

*Volume 1, No. 6 – November 10, 2011*

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## YOUR RIGHTS

For many of us, the future of our work lives seems very uncertain. What rights will we have without an enforceable collective bargaining agreement (CBA)? This is the second in a series of articles on issues that have traditionally been covered in your CBA.

### Employee access to Personnel Files

Under Wisconsin Statutes Section 103.13, you can inspect and copy any documents in your personnel file. You have a right to see documents used specific to your hiring, promotion, transfer, extra compensation, termination or other disciplinary action, and medical records.

You can make a request to review your file twice in a calendar year. The employer may require that you make the request in writing. The employer must allow the inspection within seven working days of your request. If you have a grievance, you can designate in writing that a union or other designated representative may inspect personnel records that may have a bearing on the resolution of the grievance. An employer can charge a reasonable fee for copying records.

If you disagree with any information in the records, you can ask that the information be corrected or removed. However, the employer has to agree to do so. If no agreement is reached, you may submit a written statement of your position. The statement will be attached to the disputed portion of the personnel record and will be included whenever the record is released to a third party.

The right of inspection does not apply to:

- Records relating to the investigation of possible criminal offenses.
- Letters of reference for the employee.
- Any portion of a test document except cumulative total test scores.
- Materials used for staff management planning.
- Information of a personal nature if disclosure

would be a clearly unwarranted invasion of the other person's privacy.

- Records relevant to any other pending claim between employer and employee that may be discovered in a judicial proceeding.

## WHY RECALL?

Some of our members may wonder whether using the recall process is appropriate. The recall election isn't meant to replace regular elections or to replace representative government, and should never be used lightly. However, when elected officials subvert the will of the people by enacting a radical agenda that concentrates power in the hands of a very few, limits people's rights and seeks to suppress voting, the exercise of the constitutionally - guaranteed right to force a recall election is a just and proper tool to force accountability upon those elected officials.

## 4 X 10 PLAN TO OUST WALKER

Each member of our union will be asked to participate in the recall by helping in the following four ways:

- Obtain 10 signatures on a recall petition.
- Donate \$10 to the recall race.
- Encourage 10 people to vote.
- Give a total of 10 hours toward the recall over the next six months.

## WE NEED YOUR STORIES

Walker and his right-wing allies are working hard to convince voters that his actions have helped public schools improve by saving money on employee benefits and avoiding layoffs and program cuts. This message has traction with many voters – and we cannot allow it to go unchallenged. We need your stories to make it clear that students have been directly impacted by the cuts.

Contact your local president or the CAUS Office (800-728-2287) with your stories on how the Governor's actions have impacted you at work.

## Training for Circulating Recall Petitions

**Monday, November 14**

5:30 p.m.-7:30 p.m.

CAUS Office, 4800 Ivywood Trail, McFarland

E-mail [joshfeffm@weac.org](mailto:joshfeffm@weac.org) or

Call Margo at 800-397-2287 to RSVP

## Recall Kick Off Rally

**Saturday, November 19**

State Capitol, State Street Entrance

11:00 - Pre-Rally Activities

1:00 - Rally

If you can help at the rally, sign up at:

<http://wisdems.org/madisonrally>

## WEA ACADEMY PROVIDES PROFESSIONAL DEVELOPMENT

The WEA Academy was established in 1992 to provide low cost professional development for our members. The Academy provides online courses, an online video library, mentoring support and ESP certificate programs. The following is a brief description of some of the offerings:

**On-line Learning** – Go to [www.weacademy.org](http://www.weacademy.org) for the online catalogue of course offerings and certificate programs found under “Learn Online”. To find the catalog, pull down the menu under LEARN ONLINE.

**ESP Certification Program** – The Certificate program provides classes where participants move from instruction in a broad variety of content areas, to more concentrated learning in specific topics.

**Mentor Training** – Based on solid research and Wisconsin's rules for licensing educators, the WEA Professional Development Academy provides a practical and thorough mentor preparation and support program. The Essentials of Mentoring the Initial Educator (EMIE) is delivered through a cadre of highly trained and experienced facilitators.

Originally developed in partnership with the Department of Public Instruction and CESAs, the EMIE program was refined through pilot testing in

a number of small and medium-sized districts, input from experts and extensive implementation by Milwaukee Public Schools.

**Quality Educator Interactive** – Create, edit, and complete the review process online with the QEI. Access resources, checklists, and video tutorials to help along the way. Review PDPs online with the QEI's online checklist. Communicate with your educators, and stay current with review team member refresher training videos. Share your programs in Wisconsin's largest online searchable database of professional growth opportunities for PK-12 educators.

## PDP REVIEW TEAM TRAINING OFFERED

If you are interested in helping fellow educators with their PDP plans, CAUS is offering a PDP Review Team Training in conjunction with the DPI.

**Saturday, December 10, 2011**

Capital Area UniServ

4800 Ivywood Trail, McFarland

Registration – 7:30 a.m.

Program – 8:00 a.m.-4:00 p.m.

IHE reps, administrators and pupil services staff are also invited to attend.

Call Margo Josheff at 800-397-2287 or e-mail at [Josheffm@weac.org](mailto:Josheffm@weac.org).

## CAUS T-SHIRTS AVAILABLE

CAUS-North and South members are finding ways to show unity. T-Shirts now available through the CAUS office will do just that! The shirts are bright red with white lettering. The front has our Capitol logo and the back has a list of all our affiliate locals in the shape of the State. Contact the CAUS-North Office (800-397-2287) to order your shirt. One of these fabulous t-shirts can be yours for a suggested donation of \$10 (\$12 for sizes XXL and above).

