



# CSEA Chapter NEWS

## Chapter #274-Merced College



October 2019

### PRESIDENT'S ADDRESS

Good Day Members,

Fall is in the air (finally) and our fall semester is full swing. Our Chapter 274 has some important events happening shortly that will impact us all. First, the College and CSEA Negotiators will be rolling out several information forums on the new 4 X 4 salary schedule. Dates and times will be sent out very soon, so be sure to watch for them coming in an email to you.

Also, with the Fall and the nearing of December, it's election time for CSEA Chapter 274 E-Board Officers and Negotiators. Elections happen in December for the 2020 Officers. I would highly encourage you to consider running for office and serving all our Sisters and Brothers. It is a great experience and we need your talent!

Wishing all of you a successful fall semester and an enjoyable Thanksgiving and Holiday Season.

Terry Plett, President  
CSEA Chapter 274

### Accepting nominations for CSEA Chapter Executive Officers

December 18, 2019

Please consider being a CSEA leader. Members can nominate themselves, or another member as long as the nominee signs the nomination form.

All offices are open: President, Vice President, Secretary, Treasurer, Communications Officer, Chief Union Steward, and two Negotiator positions.

You would be making a difference. CSEA matters.

### *Inside This Issue*

President's Address & Elections	Cover
CSEA Nomination Forms	Page 2-4
4x4 Pay Scale/CSEA Benefits	Page 5
Retirement	Page 6
CSEA Chapter Representatives & Become a Job Steward	Page 7

# California School Employees Association



## Merced College CSEA will hold an election December 18, 2019, for 2020 Executive Board Officers.

Nominations will be accepted from the floor during the next two chapter meetings on October 16<sup>th</sup> from 12:00 – 1:00 pm and November 20<sup>th</sup> from 12:00 – 1:00 pm in the Student Union Building, room SU-137.

Please bring the attached nomination form, **with the nominee's signature**, to one of the next two chapter meetings and make a motion to nominate a member(s) for office(s), or send the form to Carmen Moreno ([car-men.moreno37@mccd.edu](mailto:car-men.moreno37@mccd.edu), Stop 47) before the November's Chapter meeting and she will make the motion to nominate the member. Nominees must sign the attached form for the nomination to be accepted. A member may nominate him or herself.

### The following offices are open for nominations:

#### PRESIDENT

"Section 3. The President shall:

- (a) Be chairperson of the Executive Board, call and preside over all meetings of the Chapter and Executive Board at which s/he is in attendance. (b) Fix the time and place of meetings except as otherwise directed by the membership.
- (c) Set the agenda for Chapter meetings, as noted in Article VI.
- (d) Appoint and direct the activities of the various committees, standing or special, required by this constitution or established by the Executive Board, or as may be ordered by vote of the membership, except as otherwise provided herein.
- (e) Attend all regional presidents' meetings (RPMs) and such other meetings as required by the Association or direction of the Chapter, and report back to the Executive Board and Chapter membership at the next Chapter meeting, with recommendations for Chapter action or as otherwise required.
- (f) Perform such other duties as normally pertain to the office of President or ordered by this constitution."

#### VICE PRESIDENT

"Section 4. The Vice President shall:

- (a) In the absence or disability of the President, possess all of the powers and perform all the duties in his/her stead. (b) At all times assist the president in the performance of his/her duties.
- (c) Assume the office of President if a vacancy occurs.
- (d) If directed by the Executive Board, compile a report on the activities and achievements of the Chapter, and forward a copy of same to each member in January.
- (e) Serve as Chairperson of the Membership Committee.
- (f) Coordinate and direct the activities of the Site Representatives. (g) Coordinate the activities of the standing committees.
- (h) Perform such other duties as may be assigned by the President/Executive Board or ordered by this constitution."

#### SECRETARY

"Section 5. The Secretary shall:

- (a) Keep an accurate record of all proceedings of Chapter and Executive Board meetings, including an accurate roll of members and officers in attendance at each. (b) Keep an accurate roster of the officers of the Chapter and see that such information is forwarded to the Association as required.
- (c) Issue notices of all meetings of the Executive Board and Chapter meetings, which shall include notice of matters for discussion at same. (d) Notify members of all committees of their appointment/election.
- (e) Have custody of all correspondence, official documents and historical records of the Chapter, which shall be open at all times for the inspection of the President or his/her agent and members of the Executive Board.
- (f) Maintain up-to-date copies of the Constitution & Bylaws and Policy of the Association and the constitution of this Chapter and see that copies of same are available for reference at all Executive Board and Chapter meetings, and available for inspection by the general membership upon request.
- (g) Perform such other duties as normally pertain to the office of Secretary or as may be assigned by the President/Executive Board or ordered by this constitution."

## TREASURER

"Section 6. The Treasurer shall:

- (a) Receive all funds of the Chapter and keep and disburse same under the direction of the President and as required by the Constitution & Bylaws of the Association and this Chapter.
- (b) Keep or cause to be kept regular books and full accounts which shall be open at all times to inspection of the President or his/her agent and the Auditing Committee.
- (c) Provide access to all records, vouchers and statements to the Auditing Committee for annual inspection at the close of each fiscal year.
- (d) Report at each meeting of the Chapter as to the financial condition of the treasury with a detailed statement of receipts and expenditures and accounts payable, to include per capita dues/fees paid and owed to the Association if any.
- (e) Prepare the annual PERB financial report to include the last day of the fiscal year, and immediately submit same to the President for review and forwarding to the Association, and the membership.
- (f) Promptly process and forward membership applications and dues payments to CSEA Headquarters and payroll deduction authorizations to proper district office for processing.
- (g) Maintain an accurate record of members in good standing, and prepare such monthly reports and remittances as may be required by the Association and promptly forward to CSEA Headquarters within thirty (30) days of request.
- (h) Assist in preparation of the Chapter budget.
- (i) Upon leaving office, sign such bank signature cards or other documents necessary for the transfer of all Chapter accounts to the new Treasurer.
- (j) Perform such other duties as normally pertain to the office of Treasurer or as may be assigned by the President/Executive Board or ordered by this constitution."

## COMMUNICATIONS OFFICER (CPRO)

"Section 7. The Public Relations Officer shall:

- (a) Edit and distribute a newsletter or similar publication as may be authorized by the Executive Board and the Chapter membership. (b) Write articles of interest pertaining to chapter affairs for local newspapers and official publications of the Association.
- (c) Perform such other duties as normally pertain to the Public Relations Officer or as may be assigned by the President/Executive Board or as ordered by this constitution."

## CHIEF UNION STEWARD

"Section 8. The Chief Job Steward shall:

- (a) Ensure that the Job Steward program of the Chapter functions according to the requirements set forth in this constitution; ensure that all grievances are handled properly in their investigation and filing, and consistent in their resolution.
- (b) Maintain the necessary records on matters of contract enforcement to permit the Chapter to effectively represent the bargaining unit employees.
- (c) Process all grievances not settled at the immediate-supervisory level, unless CSEA staff assistance is required. If staff assistance is required, the President shall be notified.
- (d) Keep the Executive Board informed on all grievance activity.
- (e) Review all grievances being considered for arbitration and recommend to the Executive Board whether each particular case should be arbitrated."

## NEGOTIATOR [2 offices open—2-year terms]

Two (2) year term of office.

"Section 12, (e). Duties:

- (1) Research issues and prepare and submit initial bargaining proposals (including proposals on re-openers) for review and approval of members in good standing of the bargaining unit(s) prior to commencement of negotiations, including recommendations relating to salary schedules and fringe benefits.
- (2) Negotiate the contract (including re-openers and modifications) for and on behalf of the Chapter with assistance from CSEA field staff.
- (3) Ensure that all bargained agreements are submitted for ratification of the bargaining unit(s) in accordance with Article XII of this constitution.
- (4) Review all insurance programs, which may be available to the Chapter membership and to acquaint the membership with those programs; and act as an intermediary for any member between administration insurance carriers and other concerned persons or groups for any member so requesting and involving a program of group insurance available to the membership."

All offices have a one year term, except Negotiator which has a two year term of office.

~Merced College CSEA Chapter 274 Constitution

CSEA Chapter 274 Constitution, ARTICLE IV: "Officers & Executive Board/Election Procedures Section 3.

Eligibility to Hold Office:

Officers shall be elected from among the Active members in good standing of the Chapter who have maintained such membership continuously for a period of six (6) consecutive calendar months immediately preceding the month in which they are elected.

- (a) Nominees for elected office shall be Active members of the Chapter in good standing at the time of nomination and **can only accept nomination for one (1) Executive Board office."**

"Section 4. Nominating and Election Procedures:

- (a) Nominations to fill the elective offices listed in Section 1 shall be accepted annually.
- (b) Nominations for these offices shall be accepted from the floor at the October and November Chapter meetings.
- (c) If, after nominations are closed at the November Chapter meeting there is only one (1) nomination for an office, the single nominee shall be declared elected to the office, and no balloting or other action shall be required. The Chapter President shall so notify the membership in writing as soon thereafter as possible.



# California School Employees Association

# NOMINATION FORM



The CSEA member nominated for the 2020 Executive Board Officer position must show their agreement to the nomination by signing their name on the line below next to the office for which they have been nominated [with the exception of Negotiator, a member can only accept nomination for one (1) office]. A member may also nominate him or herself.

Bring this form to either the October 16<sup>th</sup> or the November 20<sup>th</sup> CSEA Chapter Meeting in the Student Union Building, Room SU-137 and “make a motion to nominate” the members who have signed below, or send it to Carmen Moreno ([carmen.moreno37@mccd.edu](mailto:carmen.moreno37@mccd.edu), Stop 47) and she will make the motion. Elections will be held on **Wednesday, December 18, 2019**, right after the Chapter’s Membership meeting.

**President:** \_\_\_\_\_  
(Print Name) (Signature)

**Vice President:** \_\_\_\_\_  
(Print Name) (Signature)

**Secretary:** \_\_\_\_\_  
(Print Name) (Signature)

**Treasurer:** \_\_\_\_\_  
(Print Name) (Signature)

**CPRO:** \_\_\_\_\_  
(Print Name) (Signature)

**Chief Job Steward:** \_\_\_\_\_  
(Print Name) (Signature)

[Two (2) Negotiator offices open]

**Negotiator:** \_\_\_\_\_  
(Print Name) (Signature)

**Negotiator:** \_\_\_\_\_  
(Print Name) (Signature)

# Chief Negotiator Update & CSEA Benefits for Halloween

## CSEA Benefits for Halloween

### Six Flags Discovery Kingdom Fright Fest

1001 Fairgrounds Dr. SW, Vallejo, CA 94589

Fright Fest, presented by SNICKERS®, is back for select days September 21-October 20 at Six Flags Discovery Kingdom. Fright Fest offers a wide variety of places to get your scare on including several haunted houses and scare zones located throughout the park. The ghouls are set free for their daily hunting rituals. BEWARE! There is no place to hide! **Use Promo Code: DKFUN3 (case sensitive).**

### California's Great America Halloween Haunt

4701 Great America Pkwy., Santa Clara, CA 95054

The Halloween Haunt features mazes, scare zones, live shows, and monsters around every dark corner. Enter if you dare, survive if you can. Fridays, Saturdays, and Sundays September 21 – October 28.

#### **Other amusement parks with Halloween events:**

Aquarium of the Pacific, Knott's Scary Farm, Knott's Spooky Farm, Legoland California Resort- Brick or Treat Party Night, Pirates Dinner Adventure-Vampirates, San Diego Zoo HaLGLOWEEN, SeaWorld's Halloween Spooktacular Weekends, & Universal Studios Halloween Horror Nights.



**For more information refer to [www.csea.com](http://www.csea.com)**

## 4X4 PAY SCALE Update

The CSEA Negotiating Team and District have come to an agreement on the proposed move of Classified Professionals to the 4x4 pay scale. We are currently looking to hold a campus forum on or about October 16 to share with the Classified Professionals on how we went about this process. After the forum, managers should be meeting with their employees to share how it will personally affect individuals. We recognize there may be some errors and/or additional minor changes to be made, so please notify the Negotiators if you notice any changes or corrections that need to be made as your manager is reviewing your information with you. Notify the Negotiators if you have any questions or concerns. If the move to the 4x4 is ratified (passed) by our chapter, we plan to initiate it on January 1, 2020.

There is also still work to be done on some job descriptions between now and November. Managers should currently be working on these changes with their employees, but employees do not need to wait for their manager to go to them. If you know there are discrepancies or other things that need to be fixed in your and/or your co-workers job description, start that conversation with your supervisor now. The work already completed by our managers and employees during the EMS study will be very valuable at this step to ensure that we aren't recreating the wheel or adding unnecessary workload. In other words, we are no longer paying EMS or another outside company to do this. Please go back and use all that great information you compiled yourself. Meet with your supervisor, edit your job description, and send the proposed changes to HR by November. We wish to ratify the job descriptions as a packet in November or December.

Christine Grimaldi-Clarkson, Chief Negotiator

AFL-CIO

## Frequently asked questions about retirement

**When am I eligible to retire?** Generally, CalPERS members are eligible to retire at age 50 with a minimum service credit of five years. Part-time employees may be eligible with less than five years total service credit if they have contributed for five years or more.

**How do I know if I have the right amount of service credit?** If you work 1,720 hours in a fiscal year (July 1 through June 30), you will earn one year of service credit. If you work less than 1,720 hours, you will receive a reduced amount of service credit. Be sure to check your service credit on your annual member statement that is mailed to your home each fall.

**Is there any way I can increase my retirement?** If you worked as a substitute employee or in a part-time position (less than four hours a day) before you began contributing to CalPERS, you can purchase service credit for that time. You can also redeposit any funds you may have withdrawn upon leaving a previous CalPERS position. You may also add service credit for qualifying military time served prior to your school employment. You may also purchase credit for any unpaid maternity/paternity leave. Arrangements for purchasing service credit must be made prior to retirement, but you can retire before you have completed payment for the service.

**How is my retirement calculated?** For classified employees, there are three factors used to calculate retirement: age at retirement, years of service credit and final compensation. Final compensation is the full time pay rate averaged over 12 consecutive months.

**How can I contact CalPERS? Are there any toll-free numbers?** Check out the CalPERS Web site at [www.calpers.ca.gov](http://www.calpers.ca.gov). You can download forms or request forms or information about service credit, retirement, death benefits, etc. by calling (888) CalPERS (225-7377).



Ramon Avila Sr., Retired Merced College CSEA Job Steward and E-Board Member

## It's never too early to learn about your retirement!

It's never too early to learn how CalPERS pays you later! Whether you're retiring this year or 40 years from now, you should attend a FREE CSEA.

You'll get the information you need to maximize your pension benefits. CalPERS will be presenting and will provide informational booklets. Additional information will be provided on Social Security and the CSEA Retiree Unit.

### PRE-RETIREMENT SEMINAR

Patterson Joint Unified School District

PDC 1-2

S10 Keystone Blvd.

Patterson CA 95363

Saturday, October 26th

9am—12pm

## RETIREMENT



# Chapter Representatives

&

## *“Become a CSEA Job Steward”*

### 2019 Chapter Executive Board:

President: *Terry Platt*

Vice President: *Carmen Moreno*

Treasurer: *Maria Soto*

Secretary: *Dondi Lawrence*

CPRO: *Vacant*

Chief Union Steward: *Kristi Wolf*

Past President: *Daryl Lingerfelt*

### Chapter Job Stewards:

Diana Butts

Christine Grimaldi-Clarkson

Kristi Wolf

Richard “Z” Zeunges

### Negotiations Team:

Diana Butts

Ramon Avila, Jr.

Angelica Campos

Christine Grimaldi-Clarkson, Chief Negotiator



## Union Steward Training

**Completed Level 1? Consider attending Level 2 and Become a Job Steward!**

**When there is a workplace problem, the CSEA Union Steward is the first line of defense for most classified employees.**

**Completion of this program will give you the confidence to deal with situations before a problem happens.** Per CSEA Policy 911,

participants must be an active (or active retired) member in good standing in their chapter in order to participate.

### Training Date & Location:

**Level #1 Saturday, January 11, 2020**

**Level #2 Saturday, March 7, 2020**

**Level #3 Saturday, April 4, 2020**

**Level #4 Saturday, April 15, 2020**

8:30 am -5pm

Merced COE New Board Room -

632 W. 13th Street, Merced 95341

*Each Level must be completed prior to registering/attending the following Level.*

Sign up and reserve your seat today for the Union Steward Training by calling (209) 472-6100 or toll free (800)757-4229 or email to [RDFORSVP@csea.com](mailto:RDFORSVP@csea.com) or visit <http://www.csea.com/web/Training/CSEA-Training-Directory> for other training opportunities or online registration.