



THE SEAGULL POSTSCRIPT



The Official Newsletter of the Collier County Association of Educational Office and Classroom Assistant Personnel (CCAEOCAP)

Affiliated with the Florida Education Association/NEA/AFT

Vol. LVI, Issue No. 4

October 2019

COMP TIME is YOUR TIME

There has been much discussion at our first two OCAP meetings this year about Compensatory Time, or Comp Time for short. The district is in the process of re-training all office managers to make sure everyone is getting the same information. First, let's look at the contract language:

Section 4.11 Compensatory Time: All EMPLOYEES are eligible for Compensatory Time. Compensatory Time will be utilized only in those instances when the flex-time provisions of Article 4.10 will not meet the needs of the district. All compensatory time records will comply with the provisions of the Fair Labor Standards Act. In addition, all recorded compensatory time will be either exhausted or paid at the conclusion of each fiscal year.

There are a few things here that need to be looked at more closely. First, anyone in the OCAP bargaining unit is eligible for comp time. Secondly, it has to be used only when flex time is not a possibility.

Section 4.10 Employee's Request to Temporarily Change Work Hours: An EMPLOYEE may request in advance to deviate from his normal daily work schedule by up to sixty (60) minutes. If said option is approved by the immediate SUPERVISOR, the time shall be made up during the same work week at a time determined by the SUPERVISOR.

Flex time in other words is when YOU ask to change your daily schedule. For example, an employee needs to take off a hour early to go to the doctor on Wednesday and agrees to stay an hour later on Thursday. It must be approved by Supervisor.

Comp time on the other hand happens when your supervisor asks that you work additional hours over and above your regular schedule. For example, your Principal asks that you stay late and help with an Open House event and you work your regular eight hours plus an additional four that evening.

That is not all. The contract mentions that the Fair Labor Standards Act must be followed. This Federal law established overtime pay eligibility. Any time you work over

40 hours in a given week, you must be given overtime pay, which is equal to one and a half times your hourly rate of pay.

The last sentence of Article 4.11 has caused some confusion.

...all recorded compensatory time will be either exhausted or paid at the conclusion of each fiscal year.

If you worked the Open House in the example above, you are due overtime pay at the end of the year. The office manager must keep track of this and you get your overtime money when the school year ends.

EXCEPT...

If you use flex time or leave, your comp time must be used first before any other. In other words, let's say you worked your additional four hours on Open House and earned that as Comp time. Then a month later, you decide you need to leave an hour early and get leave approved. You now have three hours of Comp time!

COLLIER TIGER

We need OCAP Members to get involved. Currently there are no OCAP representatives on the TIGER Board. Please consider becoming a part of the Executive Board.

Contact Lyle Farmar if you are interested or have any questions about Collier TIGER.

You can find information on TIGER on the association website:



MARK YOUR CALENDAR...

Next OCAP Meeting
Thursday, November 14
Immokalee*
5:30pm

*Location details will be sent by email prior to the meeting

www.ccea-ocap.com

CALENDAR OF EVENTS

10/16 FRS/Student Loan Forgiveness Workshop
4:30pm Assoc. Office

10/17-18 NO SCHOOL FOR STUDENTS

10/29 Retirement Strategies for Women
4:30pm MLK

11/5 School Board Meeting
4:30pm Assoc. Office

11/14 OCAP Monthly Meeting
5:30pm Immokalee

OCAP Monthly Meeting Schedule

November 14 (*Immokalee**)
January 9
February 13 (*Immokalee**)
April 9
May 14

5:30pm

**Association Office
6710 Lone Oak Blvd, Naples, FL 34109**

** Immokalee location details will be provided in the monthly email reminder and RSVP message to Members*

The Seagull Postscript is the official publication of the Collier County Association of Educational Office and Classroom Assistant Personnel located at 6710 Lone Oak Blvd., Naples, FL 34109.

Office Hours: 8:30am - 4:30pm Monday - Friday
Phone: (239) 592-7773 Fax: (239) 592-6484
E-mail: collier@floridaea.org
Website: www.ccea-ocap.com

Connie Steed	President/Editor	SteedCo@collierschools.com
Jonathan Tuttle	Executive Director	Jonathan.Tuttle@floridaea.org
Lyle Farmar	Member Rights Advocate	Lyle.Farmar@floridaea.org
Rhonda Shimel	Office Manager	Rhonda.Shimel@floridaea.org

DISCOUNT MOVIE TICKETS

Members Only!!!



\$9.00/ea

Tickets can be purchased at
the Association Office
Mon - Fri / 8:30am - 4:30pm

GET \$50 FOR EACH NEW* OCAP MEMBER YOU RECRUIT

* Not previously enrolled in OCAP

Collier County Association of Educational Office & Classroom Assistant Personnel (CCAEOCAP) MEMBERSHIP ENROLLMENT FORM

Last Name First Name Middle Initial

Mailing Address City State Zip Code

Phone Original Hire Date

Home E-Mail Address: _____

Employee ID: _____

School Worksite: _____

Payment Plan:

____ Cash [Check # _____]

____ Payroll Deduction

FOR OFFICE USE ONLY

DB: _____

CCPS: _____

RB: _____

I hereby authorize the District School Board of Collier County, according to arrangements agreed upon with the CCAEOCAP, to deduct from my salary and transmit to said Association such dues as annually certified by said Association. I hereby waive all rights and claims to said monies so deducted, except as noted below, in accordance with this authorization and relieve the School Board and all its officers from any liability therefor. This authorization shall remain in full force and effect for all purposes while I am employed by this school district or until revoked by me upon thirty (30) days advance written notice to the School Board's Business Office and said Association. The annual dues payments earmarked for the Collier County Education Association may be deductible as a miscellaneous deduction for federal income tax purposes.

Employee Signature _____

Date _____

Recruiter's Name _____

Date _____