

Leadership Development
Negotiations

As the exclusive bargaining agent for all Collier County office and classroom-related support service employees, the CCAEOCAP Bargaining Team negotiates a comprehensive contract for its members. Our contract addresses the working conditions, employment rights, wages and economic benefits of its members.

Research data for negotiations is collected from a wide variety of sources, including FEA, NEA, AFT and numerous professional and governmental agencies. CCAEOCAP views its members, however, as its most significant source in preparing for meaningful negotiations. Great effort is made to identify the members' needs prior to formulating contract proposals.

CCAEOCAP’s efforts in negotiating over the years with CCPS’s managers have secured many benefits for our members. Following are some examples:

- 1. A guaranteed duty-free lunch period
- 2. Overtime pay for all hours worked beyond 40 hours per week and compensation for extra-duty assignments
- 3. A formal evaluation process
- 4. The use of "length of service" as a major criteria in case of employee layoffs and recalls
- 5. Notification of advancement openings
- 6. A grievance procedure ending in binding arbitration—This formal process allows employees to challenge unfair actions by management related to a violation of our negotiated contract.
- 7. Six days of personal leave
- 8. Up to one year of uncompensated personal leave
- 9. Up to 18 days of paid vacation for employees working a 12-month contract
- 10. Six paid holidays annually for all employees working less than a 12-month contract
- 11. A minimum \$30,000 term-life insurance benefit
- 12. Board-paid health insurance for each individual employee
- 13. Reclassification of a variety of jobs which has advanced hundreds of employees over the years to a higher paying classification on the salary schedule
- 14. Payment for all sick leave days earned but not used by the employee up to 100% of his/her daily rate of pay upon

- termination after 13 or more years with CCPS
- 15. A \$400 annual compensation benefit which an employee can use to purchase insurance-related benefits
 - 16. Salary increases which have maintained the competitive wages earned by our members

	Starting Wage		Wage with 21+ Years of Experience	
Position or Title	Before Union 1976-77	With Union 2005-06	Before Union 1976-77	With Union 2005-06
Assistant (“A” Level)	2.61	9.35	3.64	14.58
Tutor	2.61	10.12	3.64	15.59
Accounting Clerk	2.99	10.47	4.00	15.97
Guidance Secretary	2.99	11.18	4.00	17.32
Secretary to Director	3.20	11.18	4.21	17.32
Sec./HS Asst. Prin.	3.41	11.18	4.42	17.32
Payroll Clerk	3.41	11.83	4.42	18.15

Employee Rights and Protection

The contract, once negotiated and ratified, represents the initial step in securing the rights of our members. Next is the administration of the contract. Without guarding the rights and privileges won at the bargaining table, a contract becomes little more than a well-organized document. Executive Director Jonathan Tuttle and Service Unit Director Lyle Farmar provide the members with professional advice and assistance in grievance processing and arbitration work. Through the association, members also have access to highly qualified, public-sector labor attorneys. The level of assistance ranges from professional advice regarding personal leaves and preparation of assessment rejoinders to legal representation in termination cases.

Legislative/Political Action

Interwoven into the fabric of negotiations and the protection of employee rights are, of course, the decisions of elected public officials including members of our local School Board and

Florida's state legislators. CCAEOCAP works with CCEA and its affiliates to keep our members informed and involved in the work of the Florida Legislature and the School Board. We have acknowledged as a fact of life that the political process controls nearly everything which directly impacts public school workers. Therefore, we have the vital task of establishing a positive working relationship with the political decision makers as well as educating them regarding the needs of public schools, their employees and students.



To augment our government relations program, the school employees have come together to form their own political action arm named Collier TIGER (Together In Government & Education Reform). This political action committee (PAC) participates in the political process by interviewing candidates and actively campaigning on behalf of those who are most responsive to the needs of our schools and their employees.

Annually, CCAEOCAP, CCEA and Collier TIGER send teams of lobbyists to Tallahassee to communicate with Florida's legislators and Cabinet members. Their mission is to promote positive education legislation. Essential to this lobbying process is the work of our members who do their part by communicating to our legislators regarding the association's position on specific issues. As a means of spotlighting our legislative program, we sponsor an annual legislative reception which has become a most successful community event. This reception provides all school employees with the opportunity to speak personally to local elected officials as well as state legislators regarding the needs of our school system and its employees.

Leadership Development

CCAEOCAP recognizes that its strength is firmly rooted in the efforts of its members who join on a voluntary basis. To maintain an informed leadership, educational opportunities are provided for our elected officers and representatives. We do this through monthly meetings and in special conferences and assemblies sponsored by CCAEOCAP, FEA, NEA or AFT. Training in such areas as contract administration, negotiations, membership development, political campaigning, community relations, etc., keeps CCAEOCAP a responsive and viable organization.

WHERE WE ARE GOING ...

With your support and enthusiasm, CCAEOCAP will continue to improve its performance as the advocate for public school employees and public education here in Collier County and throughout Florida.

JOIN NOW!

The annual cost of belonging to CCAEOCAP is about \$.80 per day, a very modest amount for the level of service and representation made available to all members through the local, state and national associations. Although nonmembers claim the same salary and benefits won at the bargaining table; most employees, once they become aware of how CCAEOCAP functions on behalf of everyone, choose to give their fair share and reject taking a "free ride" at the expense of their fellow workers.

CCAEOCAP is, by law, the association representing your interests at the bargaining table and has done an effective job over the years. Moreover, CCAEOCAP cannot represent nonmembers in any conflict they might encounter with their supervisor or with the county-level administration. Your membership will help you as an individual and will make CCAEOCAP even more effective.

CCAEOCAP

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Affiliated with FEA, NEA & AFT

**Collier County Association of Educational
Office and Classroom Assistant Personnel**

Affiliated with FEA/NEA/AFT



Your Association... CCAEOCAP



The Collier County Association of Educational Office and Classroom Assistant Personnel (CCAEOCAP) is a registered public employees union in the state of Florida established to provide its members with the programs and services necessary to protect and promote their economic and employment welfare. As a voluntary organization, CCAEOCAP depends on the strong support and participation of its members. If you are not yet a member, we urge you to read this message so that you might better understand CCAEOCAP's role and connection to you as an employee of the Collier County Public Schools (CCPS).

CCAEOCAP is governed and directed by representatives elected by the members. Under the articles of its constitution, officers are elected to serve on its policy-making body, the Executive Board. CCAEOCAP also is affiliated and effectively served at the state and national levels by the Florida Education Association (FEA), the National Education Association (NEA) and the American Federation of Teachers (AFT).

HISTORICALLY SPEAKING ...

Since 1978, CCAEOCAP has served as the collective voice of Collier County's office and classroom support personnel. Together with the classroom teachers represented by the Collier County Education Association (CCEA), we are the community's staunchest advocates for the improvement of our district's public education system. Over the past 28 years, CCAEOCAP has expanded with the growth of the school system and now represents more than 1,000 office and classroom education support personnel within its bargaining unit.

The association office is located at 6710 Lone Oak Boulevard in Naples. The office staff now serves over 2,400 public school employee members in Collier County.

