



# Custodian Corner



A publication of the San Antonio Alliance of Teachers & Support Personnel • Nov. 18, 2008

## Humana Health Insurance

All SAISD employees cover by the Humana health insurance should receive an important letter from Irma Hernandez, Director, Employee Benefits and Risk Management. The letter asks employees to check their enclosed benefit information for accuracy and to notify the Employee Benefits & Risk Management Department at **299-4478 if they want to make any corrections to their insurance.**



This is also an opportunity to change plans if the employee so chooses. The SAISD Employee Benefits Committee learned that the Humana Coverage First may not cover the same health providers that employees had previously used. The committee was informed that the Humana HMO has a broader list of providers but also requires a referral for specialists. Regardless of the reason for change, employees wishing to modify their coverage must notify the Department **no later than**

**November 21, 2008.** No benefit changes will be made after that date unless an employee experiences a qualifying event such as a birth or divorce.

Make note of two important phone numbers. If you have a medical concern and need advice, call the **Humana Nurse Line at 1-800-622-9529.** (This phone # is on the back of your insurance card.) If you have a question about your insurance, you can contact the Human representative who is onsite in SAISD, **Angelina Orozco**, at **299-5571.**

The Employee Benefits Committee includes the following Alliance leaders: Shelley Potter, J.B. Richeson, Terry Armstrong, Norma Juarez, Hilda Cantu, Elaine Pierce, Gerald Veteto, and Susie Alfaro. The committee will continue to monitor the transition to Humana and will keep you informed on issues that affect your health and your insurance costs.

## Custodial Uniforms

All custodians are scheduled to get new uniform shirts this year. The Alliance spoke up for the need for full uniforms for all classified employees during the budget discussions this summer. Almost 1,000 SAISD employees and community members signed petitions for classified uniforms this summer. Additionally, the Alliance called all custodians to attend a board meeting to help demonstrate the need for new uniforms. Alliance leaders also served on the uniform selection committee to select uniforms for quality and durability.

It has been several years since classified employees received new uniforms. Unfortunately, again this year the District did not allocate enough funds to buy uniform pants as the Alliance has asked. Each custodian will be measured at the November 25 inservice. The District expects each custodian to receive their uniform shirts before the end of the year. Every regular custodian will receive either six shirts or five shirts and a jacket. Shirts for Head custodians will be navy blue rather than the white shirts previously used.

## **Alliance Climate Survey**

The Alliance, as your elected representative, needs your feedback on our SAISD Climate Survey. Print copies of the survey have been sent out to all classified employees via “pony” mail. You may also access the survey on the Alliance website, [www.SanAntonioAlliance.org](http://www.SanAntonioAlliance.org).

## **Four-Day Workweek**

The Administration informed the Alliance in Consultation that they were considering a four day workweek for the summer months. What they were thinking about was closing the District on one day per week and having all employees work four ten hour days per week. They stated that different departments were considering the

impact this schedule change would make in the lives of the employees as well as over all efficiency. This idea is in an exploratory mode and no decision to try to move forward has been made at this time. The Alliance will inform all employees if the District wants to have serious discussions on this concept.

## **First Advantage Letter**

Classified employees are receiving a letters from First Advantage Background Services Corp. The letter informs SASD employees that they are conducting a background check for employment purposes. When this letter was questioned at Consultation, Alliance leaders were informed that this was a continuation of the criminal background check process that the District has used for the last several years. State law requires school districts to check on the criminal background of employees and volunteers that have contact with children. The

District has run criminal background checks on all employees twice a year since the program was put in place. A change in the law requires

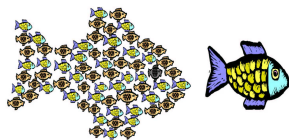
### **Criminal Background Checks**

First Advantage to inform each employee of this background check, which is why employees are receiving the letter.

Toni Thompson, Associate

Superintendent for Human Resources will

be sending each classified employee a memo explaining the First Advantage letter and each employee’s responsibility to inform the District if they are arrested and/or convicted of a criminal offense.



***Unity – Needed Now More Than Ever!***