



# Long Beach Classroom Teachers Association

239 Lido Blvd., Long Beach, NY 11561 ~ 516-897-2175 ~ www.lbcta.com

Executive Board Minutes

September 13, 2021

The meeting was called to order at 4:17pm by Keith Harvey.

## I. President's Report – Keith Harvey

### A. Welcome back!

Welcome back to the 2021-2022 school year. This year started a bit more normal than last, however with all the last-minute changes to the requirements for masking, social distancing, and weekly COVID tests there is still some readjusting.



B. The LBCTA has been working closely throughout the pandemic with the district regarding your safety, working conditions and rights. There have been some questions regarding the new government mandates. Below is a summary of where we are.

#### i. Vaccination and Testing

On September 2, the NYSDOH released its guidance for classroom instruction for the 2021-22 school year. It requires all unvaccinated teachers and staff working in a P-12 school setting, to get tested once per week when a school is operating in a geographic area identified by the Centers for Disease Control and Prevention (CDC) as having low, moderate, substantial, or high transmission rates. We are currently in a high transmission rate region.

#### ii. Vaccination Cards Collection

District can require proof of vaccination for the purposes of testing and quarantine. The information on the card is not private health information. It is not a medical record. The EEOC has determined that it is not a violation of discrimination laws to collect and store the information. The district can collect copies of the vaccine cards. The district has confirmed that it will not be released to anyone outside of the district except if required by law.

#### iii. Paid Sick Leave

Should you need to quarantine for close contact or a positive COVID case you still have access to the [NYS Paid Sick Leave](#). Please remember this can be used the first time for a quarantine or positive case, but can only be used a second and third time for a positive case. You can only access this benefit three times, and if you used it last year it does **not** reset for this year. The State benefit is **not** for your child's quarantine or positive case. Below is a link to the benefit summary.

Keith Harvey  
*President*

Karen Bloom  
*Executive Vice President*  
Beth Prostick  
*Vice President for  
Elementary Schools*

Amy Leder  
*Vice President for Secondary Schools*

Patricia Van Loon  
*Recording Secretary*

Elleen Parks  
*Corresponding Secretary*

James Fiola  
*Treasurer*

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As we enter our third school year during this pandemic, please remember, most importantly, we shouldn't lose sight of the goal: keeping our students and members healthy while advancing the quality of education in the Long Beach Public Schools!

**C. 2021-22 Executive Board Dates—Approved**

9/13/21	12/13/21	3/28/22
9/27/21	1/10/22	4/11/22
10/25/21	1/24/22	5/9/22
11/8/21	2/14/22	5/23/22
11/22/21	3/14/22	6/13/22

**D. Sexual Harassment Training**

The mandates and requirements under the law, as they pertain to the LBCTA Executive Board were explained and reviewed.

**E. Cancer Screening**

Employees of the District may be excused from their duties for a sufficient period of time, not to exceed four hours on an annual basis (July 1-June 30). Please be sure to follow District procedures for notification of your absence so that appropriate coverage may be secured. Upon return from your screening leave, you must complete the Cancer Screening Verification form. The original must then be submitted to the Office of Human Resources.

**F. NYSUT Pocket Calendars**

The calendars have arrived. If you would like a 2021-2022 NYSUT pocket calendar, please contact your Senior Building rep.

**G. NYSUT Leadership Training**

NYSUT will be holding workshops and conferences throughout the 2021-2022 school year. The list and registration will be available shortly.

**H. Study Money 2021-2022**

Fall - 10/1/21, Winter - 12/10/21, and Summer 5/13/22

Applications to participate in the fall Study Money program should be received by the HR department by October 1st. Members with permanent or professional certification may apply for up to \$1,750 in study money per semester. The application is available online at- [Request for Participation in Study Program - Group A](#).

**I. Work Related Travel**

If you are assigned to more than one building per day or attend a pre-approved out of district conference or meeting you are entitled to a travel stipend. The 2021 reimbursement rate is 56 cents. Travel claims should be submitted to your direct supervisor for verification and signature. A list of dates and miles driven must be attached to your claim. For travel within the district a mile chart has been created and available on the Association's website. [Mileage Chart Link](#)

**J. Conference Funds**

Funds are available for you to attend pre-approved conferences outside the district. The maximum allocation per conference is \$500. Meals are reimbursed at the following rates: \$20 (breakfast), \$20 (lunch), and \$40 (dinner) per day IF NOT covered by the conference fees, plus tax and reasonable (15%-18%) gratuities. For one-day local conferences, lunch is the only reimbursable meal. Receipts for all meals must accompany your claim form. You will also be reimbursed for travel at the rate of 56 cents per mile plus tolls or the actual cost of public transportation. Please keep in mind that the \$500 limit is inclusive of meals and transportation.

## K. Packing and Unpacking

If you were directed to pack up your room in anticipation of construction, summer school or summer camp you are entitled to be compensated for your efforts. The rate is \$25.91 per hour. However, your claim cannot exceed \$100. The work must be done outside of the school day and a record kept of the dates and times you worked.

## L. Eyeglass Reimbursement

We are in year two of a two year cycle for eyeglass/contact purchases. Members have \$400 to spend on glasses/contacts. On the [form](#) you will attest that the glasses are for your personal use. Completed claim forms with receipts attached must be sent to the HR department in Administration.

## II. Committees

### A. Grievance Committee – Karen Bloom

1. There are no grievances to report at this time.
2. Please contact me if you have any issues that you feel are a violation of our contract.

### B. Negotiation Committee - Chief Negotiator's Report - Keith Harvey

The negotiation team and the district have been meeting consistently since the spring. We hope to be able to bring you a successor agreement in the very near future.

### C. New Member Committee – Jim Fiola and Alison Katulka

1. We hope that everyone is off to a great start. Welcome to the teachers brand new to Long Beach. For the returning new member teachers, if you had a mentor, he/she will now become your union buddy as you are guided toward tenure. We have a few new members who need buddies, so please be patient with us in assigning you a Buddy. If you have already worked with someone who you would like to be your buddy, please let Alison or me know. Any questions or concerns please email Jim Fiola at [jfiola@lbeach.org](mailto:jfiola@lbeach.org) or Alison Katulka at [akatulka@lbeach.org](mailto:akatulka@lbeach.org).
2. Please note that we would like to have a **Fall New Member/Mentor party** on Friday, **October 29th**. Save the Date! Details to follow. Don't be afraid to ask questions. There are **many** people here who will help you

### D. Political Action Committee – Jennifer Garrett

1. Welcome Back!
2. It is important that PAC has a way to contact members to disseminate information in a timely fashion. Please email [LBCTAPAC@gmail.com](mailto:LBCTAPAC@gmail.com) with an **active personal** email address so the contact list can be updated.
3. As always, please feel free to share your ideas on how LBCTA PAC can better serve our members. You can email your thoughts to [LBCTAPAC@gmail.com](mailto:LBCTAPAC@gmail.com).

### E. Public Relations – Amy Leder and Beth Prostick

1. **The Walk** - Please join us on Sunday, October 17, 2021, at Jones Beach, for the Making Strides Against Breast Cancer walk. Please contact Beth Prostick if you plan to attend.
2. **Wear Pink** - Our annual, “Wear Pink Day” will be on Friday, October 8th. Please join us by wearing pink or your new LBCTA shirt. This would be a great day to fundraise together as a school should you choose.
3. **TEAM 11561 Shirts** – Many thanks to Ali Katulka for her assistance in creating the Making Strides t-shirt. If you would like to order a shirt, please fill out the Google form. <https://forms.gle/eZhGSab2m24ab5HR6>
4. **Donation Link** - We continue to be overwhelmed by everyone's love and support towards reaching our goal. Thank you to everyone who has already donated. [https://secure.acsevents.org/site/STR?fr\\_id=100837&pg=team&team\\_id=2575844](https://secure.acsevents.org/site/STR?fr_id=100837&pg=team&team_id=2575844)



- Please consider joining a district committee meeting. Many decisions are made through these committees. It is crucial that we have member representation there. We have attached the District Committee Meeting Schedule 2021-2022 for your convenience. All meetings will be held from 4-5:00pm.

Equity	RTI/AIS	Curriculum & Technology	Mental Health & Wellness	PDP Supt Conf. Day
<b>Tuesdays</b>	<b>Thursdays</b>	<b>Wednesdays</b>	<b>Thursdays</b>	<b>Wednesdays</b>
10/5	10/28	10/20	10/21	9/29
11/30				
	12/9	12/15	2/2	11/17
1/18				
	2/3	2/2		
3/29	3/31	3/23	3/17	
5/31		5/25	5/19	
	6/2			6/8

- Save the date for our annual Bowling Fundraiser! Thursday, February 10, 2022!

#### F. Social Committee – Elleen Parks

- Welcome Back! I hope everyone is well and is being patient with the ever-changing mandates.
- Our deepest condolences to anyone who has lost a loved one this summer.
- Congratulations to all who have new additions to their families and to those who have become engaged or married.
- I hope to see you at this year's Making Strides Walk at Jones Beach on Sunday, October 17th.
- Stay safe!

#### G. Teacher Center – John Marr

- The Long Beach Teacher Center is currently seeking instructors to run 11 PD classes to begin in November. Based on the needs assessment given last year, teachers are interested in the following topics:
  - Differentiating Instruction
  - Creative Problem Solving in the Classroom
  - Google Workspace
  - Digital Teaching tools
  - Conflict Resolution skills for students
  - Developing Critical Thinking Skills
  - Developing student communication skills
  - Mindfulness
  - Project Based Learning
- Please contact the director at [lbtcc@lbeach.org](mailto:lbtcc@lbeach.org) or fill out a proposal sheet on [Frontline Professional Growth](#), formerly My Learning Plan, if you would like to run a class on one of these topics or something else. The center currently offers an \$800 stipend for a 10-hour class.

### III. Vice President – Karen Bloom

- Welcome back to another school year! I would like to thank everyone who assisted in making the opening of our schools as smooth as possible.
- We are looking forward to working together to make sure that the health and safety of all students and staff are our top priority.

#### C. APPR

- You should be receiving something shortly stating who your evaluators will be for this school year. If you do not, please contact your immediate supervisor and let them know.
- Please take an active role in the observation process. Keep in mind that the Danielson framework that we use is based on best practice and observable measures. You should not see opinions from your evaluation team. Be sure to address issues in your post observation conferences.

3. Our APPR handbook is on our website. You can find all timelines, conversion charts and percentages here.
4. Feel free to contact me if you have specific concerns regarding APPR.

#### **D. Health & Safety Committee**

1. **LBMS:** Phase 1 is almost completed! This pertains to all traffic reconfiguration work that is on district property. Phase 2, which is the golf course work, should start in November. The tennis courts are in progress; turf was installed and the finishing touches just need to be done!
2. **LBHS:** All rear roadway, bulkhead and bus lane work has been completed. The pond and basketball court work will be starting shortly. In addition, some of the HVAC units in the high school are being replaced.
3. **Lindell Elementary:** A new handicap ramp has been installed on the south side of the building. The handrails were installed September 4th and the ramp is ready for use. In addition, a new playground structure has been installed in the north playground area with a rubberized floor surface to match the adjacent playground floor surface.
4. The first Health & Safety meeting is October 7th via Zoom. The other 2 meetings are scheduled for January 6th and April 7th. If you have any Health & Safety issues that you are unable to resolve at the building level, please email me at [kbloom@lbeach.org](mailto:kbloom@lbeach.org).

#### **E. Other**

1. Please remember to attend School Board meetings whenever possible. They are back to being in-person! Come join us!
2. Please consider donating days to our District Sick Bank. The form is on our website at [www.lbcta.com](http://www.lbcta.com).

#### **IV. Elementary Vice President – Beth Prostick**

- A. Welcome back! I hope everyone had a relaxing summer break and a smooth transition back to school.
- B. Hopefully, the buses are on time due to the later dismissal time this year. Please let me know if they are late.
- C. You can send me any issues that you were unable to work out at your building.
- D. Please join us for our annual Making Strides Walk on Sunday, October 17, 2021.
- E. Our first Elementary Council meeting will be on Monday, October 4, at 4:00. We will meet in room 25 at Lido.
- F. If you have any questions or concerns I can be reached at [bprostick@lbeach.org](mailto:bprostick@lbeach.org).

#### **V. Secondary Vice President – Amy Leder**

- A. Welcome back! Thank you to everyone for your continued patience during these unique times. As we continue through our first few weeks of school, we will come across obstacles and challenges we have yet to experience. Please keep the communication lines open between you and your building administration/building reps.

#### **VI. Treasurer's Report – James Fiola**

- A. Welcome back to All! In particular, I would like to welcome the new teachers and building reps. I hope that you were able to relax this summer. Please consider donating a sick day to the Sick Day Bank. I would encourage you to attend a few School Board meetings during the year. Your presence is always noted. Please join us for the Making Strides Walk at Jones Beach on October 17<sup>th</sup>.  
**If you have any changes to your personal file (address, name, etc.), please email them to me at [jfiola@lbeach.org](mailto:jfiola@lbeach.org).**

## B. June Financial Results

<u>Revenues</u>		<u>Expenditures</u>	
Union Dues	\$42,215	NYSUT	\$15,196
Year End Celebration	1,950	AFT	9,447
Vote Cope	2,427	Meeting Expense	411
		Taxes and Ins	86
Total	<u>\$46,592</u>	Donations	500
		Public Relations	<u>1,919</u>
		Total	<u>\$74,603</u>

## July/August Financial Results

<u>Revenues</u>		<u>Expenditures</u>	
Total	<u>0</u>	Meeting Expense	1,705
		Taxes and Ins	346
		Donations	150
		Public Relations	<u>596</u>
		Total	<u>\$7,797</u>

C. Union dues for 2021/2022 for full-time members will remain at \$1,017.96. The break-out is \$397 local, \$378 NYSUT, \$234.36 AFT dues and \$8 PTA. \$101.80 will be taken from your first check of the month (except October when it will be taken out of the second check on October 15<sup>th</sup>). We are determined to keep your dues as low as possible while still meeting our local obligations and making charitable contributions to the Long Beach community.

## VII. Building Report

### A. West School

1. Welcome back everyone to a new school year.
2. Thank you to Steve Peppe and our custodial staff for getting the building ready for the new school year.
3. Thank you Patty and Christine, our amazing office personnel, for making our lives easier with all they do.
4. We would like to welcome Kelly Mendoza as our new reading teacher. We wish Heather Fisher much success in her new position at the middle school.
5. Welcome back to our staff members who were remote last year: Adenia Aristy, Lisa Pignataro and Randi Simon. And to our staff working in other buildings last year due to Covid: Denise Collins and Noelle Policastro.
6. Congratulations to Dr. Caitlin King on the birth of her son and welcome back to West School.
7. Welcome to Sara Pollack who will be in for Dr. King while she is out on maternity.
8. Congratulations to Noelle Policastro on her engagement to Drew.
9. Condolences to Marleen Dougherty on the passing of her father.
10. Condolences to Deb Bernadino on the passing of her mother.
11. Please join us on the Annual Making Strides Breast Cancer Walk on October 17th.
12. Please consider donating a sick day to the Sick Bank.

### B. Lindell School

1. Welcome back to the 2021-2022 school year.
2. A warm welcome to the teachers new to Lindell. Sonique Graham, Doris Castro, Suzanne Corrie Del-Cid, Jackie Gropper, Marlon Lainez, Amanda Betz and Justin Sulsky.
3. Welcome to our new Assistant Principal Anna McGovern.
4. Congratulations to Christine Causi on her engagement.
5. Congratulations to Noelle Policastro on her engagement.

6. Congratulations to Jessica Thomson on her marriage to James Kappauf.
7. Congratulations to Lauren Muscarella on her marriage to Eric Toohey.
8. Congratulations to Caitlin King and her husband Pete on the birth of their son Jack Fuentes King.
9. Condolences to Deb Bernardino on the passing of her mother.
10. Thank you to Custodial Staff for getting the building ready for students and staff. It looks great.
11. We look forward to another successful school year.

#### **C. East School**

1. Welcome back to all our remote and in-person teachers, students, and staff.
2. A warm East School welcome to all our new staff: Martina Beloyianis, Kelly McNamara, Mary Peppe, and Sara Pollack.
3. Thank you to our supportive PTA for the welcome back bags for students and the surprise breakfast for the staff.
4. Thank you to our custodial staff for all you have done to get East School ready for us and the students.
5. Congratulations to Julianne Croutier on her marriage to Terence White.
6. Condolences to Melissa Zimmerman on the loss of her father.
7. Congratulations to Carolan Conklin on her marriage to P.J. Fowler.
8. Congratulations and welcome to Doug MacConnell as our newest union rep.
9. Please consider donating a day to the LBCTA sick bank.

#### **D. Lido School**

1. Welcome back to everyone to the start of another school year!
2. Thank you to Fawwas Persaud and the entire custodial staff for getting Lido School ready.
3. Thank you to Lido PTA for the sweet treat surprise for the start of the school year and for hosting our Back to School Event. We appreciated you thinking about us right from the start of the school year.
4. Wishing Sue Corrie del Cid (ENL), Denise Collins (Art), Mary Peppe (Health Office Secretary) the best of luck in their reassignments. You will be missed.
5. Congratulations to Roberta (Bobbi) Malkin on her retirement! You have been such an important member to Lido School's Family and will be sorely missed by all.
6. Welcome back to Emily Ciavarella (2nd Grade Leave), Debra Cupani (3rd Grade), Marlon Lainez (Art), Leslie Ling (ENL), Stephanie Meyer (Art), Noelle Policastro (Orchestra), and Justin Sulsky (SPIRIT/LARC).
7. Congratulations and a warm welcome to the following on their assignments to Lido Elementary as of this school year: Allison Deely (Main Office), Jennifer O'Neill (Health Office) and Scott Scheinson (Music).
8. Well wishes to Christine Toppi on a speedy recovery!
9. Well wishes to Nancy Murray, School Nurse, while on leave.
10. Welcome to Vania Oliveria, our covering School Nurse.
11. Congratulations to Noelle Policastro on her recent engagement!
12. Congratulations to our former Music teacher, Andrew Frey-Gould, on becoming Director of Fine and Performing Arts in the Oceanside School District.
13. Thank you to Dr. Hernandez and Mr. Webel for offering the Staff Wellness Fair in August offering a day filled with meditation, health, and wellness for those who were able to participate. We look forward to more opportunities throughout the school year.
14. Congratulations to Dr. Caitlin King and family on the birth of Jack Fuentes King!
15. Please save the date for our Making Strides Against Breast Cancer Walk on the Jones Beach Boardwalk on October 17, 2021.

16. Thank you to members who have donated sick days to the LBCTA District Sick Bank. Please consider donating a day.

#### **E. Pre-K**

1. Thank you to everyone involved in the reopening of the school buildings. We appreciate your time and energy preparing the building, it looks great!
2. Welcome to our new Pre-K teachers-Tara Kelly and Jessica Scharer. We look forward to working together.
3. Welcome to all of the new teachers and staff members to Lido School and the district.
4. Thank you to the PTA for the Welcome Back event!
5. Please consider donating a sick day to the sick bank.

#### **F. Middle School**

1. Welcome back to the 2021-22 school year!
2. Thank you to all stakeholders, especially our custodial/building & grounds staff, involved in working toward the reopening of our schools for the 2021-22 school year.
3. We would like to welcome the following people to the Middle School: Gabby Febrizio (Reading), Victoria Martin (6th grade Math), Heather Fisher (Reading), Natasha Nurse (6th Grade Science), Rich Pellegrini (8th Grade Social Studies), Jennifer Seychell (6th Grade English), Devin Thelemann (Perm. Sub.)
4. As per ARTICLE VIII, section 4, parts A and B of the Long Beach Classroom Teachers Association Constitution and By-Laws, I am appointing Lauren Behan as an Alternate Building Representative for the 2021-2022 school year to fill a vacancy at the Middle School.
5. Congratulations to Mike Santoro on being named Varsity Girls Soccer Coach of the Year by the Nassau County Coaches Association.
6. Congratulations to Krystal Wildes on the birth of her son, Wolfgang Lucas.
7. Congratulations to Dana Stuono on her recent engagement to Mike Conn.
8. Congratulations to Jennifer Seychell on her recent engagement to Kevin Donovan.
9. Condolences to Ali Katulka on the loss of her father.
10. Team LBCTA 11561 is back! The Making Strides Against Breast Cancer walk will take place on October 17, 2021 at Jones Beach. Please consider joining our team, LBCTA 11561, as we raise money for this very worthy cause. If you cannot attend but would like to make a donation please visit: [Making Strides Against Breast Cancer](#). Also, there is still time to [purchase shirts](#). \*Remember to wear pink or your LBCTA 11561 shirt on **Friday, October 8th** to show your support.
11. We encourage all staff to continue to donate to our sick bank.
12. Best wishes for a wonderful school year!

#### **G. High School**

1. Welcome back to the 2021-2022 school year! Thank You to The Board of Education, Dr. Gallagher, Central Administration, Buildings and Grounds, Technology Department, Building Administration and the LBCTA Executive board for all the countless hours planning this summer in preparation for this year's school year. Your efforts are greatly appreciated to ensure that the students and staff of the district can attend school safely. Thank you LBPTSA for the wonderful back to school bagel breakfast provided for the teachers.
2. Congratulations and welcome the following new staff members!  
Kurt Allen, Business, Shelly Cepeda, Social Worker, Caroline Ferrante, Clerical, Samantha Paul, Special Education, Lindsey Pichichero, World Language, Lisa Ranneklev, Special Education, Cliff Skudin, Physical Education, Rocco Tennebruso, Permanent Substitute, Caitlyn Wigand, Science
3. Congratulations to Christianne Donahue on the birth of her son, Colton.



4. Congratulations to the following: boys badminton coach Andrew Rossi, girls soccer coach Michael Santoro and girls swim coach Lynn Volosevich who earned Coach of the Year awards from each sport's Nassau County Coaches Association. Congratulations to Megan Grahlf for receiving the Sam Santay and Irv Gold Memorial Award for coaching varsity girls track.
5. Congratulations to Lisa Casey on being named Senior Building Rep. Congratulations to Anthony Balsamo and Camila Gamboa on being named to fill the vacancy on the Building Committee.
6. Condolences to Christine Graham on the passing of her father.
7. Please consider wearing pink on October 8<sup>th</sup> for Breast Cancer Awareness.
8. Please consider donating a sick day to the LBCTA sick day bank.
9. Best wishes on a wonderful school year.

At 5:41 pm, a motion was made by Karen Bloom to adjourn the meeting. It was seconded by Stacey Mason.

**In Attendance:**

**West:** Claudine Clark, Anne LaPenna

**Lindell:** Susan Simons, Cathleen Barone, Heather Puckhaber

**East:** Jennifer Diamond, Doug MacConnell, Jennifer Maggio

**Lido:** Dorothy Lopez, Dana Monti

**Pre-K:** Molly Drake

**LBMS:** Jennifer Garrett, John Marr, Alison Katulka, Stacey Mason

**LBHS:** Lisa Casey, Anthony Balsamo, Jonathan Bloom, Camila Gamboa, Greg Milone, Andrew Rossi

**Long Beach Teacher Center (LBTC):** John Marr

**Retiree:** Frank Volpe

**Officers:** Keith Harvey, Karen Bloom, Beth Prostick, Amy Leder, Patricia Van Loon, Jim Fiola,  
Elleen Parks

Minutes respectfully submitted by Patricia Van Loon, Recording Secretary.

Check out what your union membership has to offer!

## Member Benefits Discounts & Deals

Below are the most popular vendors that NYSUT members have shopped with using MB Discounts & Deals this past year -- with a potential savings of almost \$900,000! Have you been missing out?

### EAT

HelloFresh

Burger King

Subway

Domino's

Jersey Mike's Subs

### PLAY

Six Flags Theme Parks

Hersheypark

Sky Zone Trampoline Park

Bronx Zoo

LEGOLAND New York

### SHOP

Samsung

Apple

Dell

Lenovo

Advanced Auto Parts

### TRAVEL

TripBeat

Great Wolf Lodge

Carnival Cruise Lines

Sandals Resorts

Norwegian Cruise Lines

MB Discounts & Deals offers NYSUT members exclusive access to savings of up to 50% on restaurants, groceries and food delivery, theme park tickets, hotels and flights, oil changes and vehicle maintenance -- with more than 21,000 New York State deals and thousands more nationwide.

You can even refer your favorite local business (restaurant, coffee shop, workout facility, etc.) to join the network and provide NYSUT members with a special discount. Don't miss out... register your account today!

Member Benefits is proud to endorse MB Discounts & Deals along with dozens of other programs and services that may be able to benefit you and your family members. Take some time to explore our website to find out how we can help you make every dollar count!



Learn more by scanning the QR code to the left,  
visiting [memberbenefits.nysut.org](http://memberbenefits.nysut.org)  
or calling 800-626-8101.



For information about contractual endorsement arrangements with providers of endorsed programs, please contact NYSUT Member Benefits. Sep/Oct 2021