

# ON THE LEVEL

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| FCFT—703-451-6840         |   |

**Please update your name and school changes with FCFT. Also list a current private phone number and e-mail address. We never give out your contact information to anyone else.**

**You can make all changes by going to the FCFT Website. You can e-mail FCFT at [www.fcft.org](http://www.fcft.org). Call the FCFT office at 703-451-6840.**

## IMPORTANT SCHOOL DATES

This is the time of the year to review pending deadlines for licensure, leaves of absence or extended leaves, transfers, resignations.

**March 1**—For Leave requests for the 2018-2019 school year or to extend Leave, be sure to submit your formal request on the proper document prior to this date.

**April 1**—For licensure or re-licensure, be sure to get all of your required documents to the FCPS Licensure Office before this date, in order to ensure that your teaching license remains current for the 2018-2019 school year. Do not put your position at risk.

**June 15**—If you anticipate taking a teaching position in another Virginia school district, be certain that you submit your resignation from FCPS to FCPS by June 15. This should prevent unnecessary complications.

Is this your **Summative Evaluation Year**? Be certain to submit to your evaluator all relevant documentation to support any 'Highly Effective' well in advance of your evaluation's decision. For most continuing contract teachers, the Summative Evaluation will come in May or June.

## FUN ACTIVITIES COMING SOON

FCFT is looking to host a regular series of member classes (both informative and fun). Our first class will be on self-defense. Do you have an idea for a class or membership activity? Be creative and let us know what you are passionate about. Possible class offerings: student-debt relief, grant writing, financial planning, will/testament writing, community service day, bowling, and yoga. Contact our office at **703-451-6840** or **[info@fcft.org](mailto:info@fcft.org)**.



## TEACHER TIP

Do you have a great idea that can benefit other educators? Let's hear it. If we like it, we will publish your idea in our next newsletter and on social media. We will send you \$10 for each Teacher Tip we use. Contact our office at [info@fcft.org](mailto:info@fcft.org).



## THINKING ABOUT A TRANSFER?

Perhaps you have been thinking about teaching at a different school. Now is the time to get serious about finding information about other schools. You will need to update your resume and be ready to interview in the spring. Many good tips for resume writing and templates are on line. Then consider the schools that interest you. Read the on-line profiles for any school that you might like to work in. FCPS Transfair will occur in late April for most schools. In the March issue of *On the Level* we will have firm dates for Project Momentum Schools, Elementary Schools, and Secondary Schools. We will also offer you some suggestions to help you in your pursuit. If TransFair does not get you the position that you want, you can keep on trying since many decisions are not made until early July.



## DAYLIGHT SAVINGS TIME SOON

Mark your calendar for March 11, 2018. Daylight Saving Time begins that day at 2 a.m. Turn your clocks forward one hour before bed on the Saturday before. Daylight Saving Time brings one more hour of daylight, but it will likely be dark in the morning when you drive to school. Safety experts remind us that automobile accidents and heart attacks increase during the first two weeks after changing the clocks in the spring. It may take our bodies time to adjust to the change. So be a bit more careful. Most people enjoy the longer daylight hours. Remember the adage-spring forward and fall back. We will enjoy daylight savings time until November 4th this year.

## SPOTLIGHT ON A MEMBER

Do you have a colleague that goes above and beyond? Is that colleague what we could call an "everyday hero?"

FCFT wants to spotlight member contributions to our school system and the greater educational community. Send us an e-mail so we can recognize these amazing people!

**Put Wednesday, April 18th on your Save the Date list. An FCFT Membership Meeting will be held. More information will come soon.**