

# USA *Capsule*

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UNITED STAFF ASSOCIATION OF NEW JERSEY

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***Mark your calendars!***

## USA schedules HQ visit

USA is planning a building visit to headquarters on Tuesday, May 15, during the lunch hours. There will be two one-hour meetings.

The first meeting is scheduled for 12 – 1 p.m.; the second from 1 – 2 p.m. Lunch will be provided. The luncheon will be held in Room 210.

At this luncheon meeting, you will have the opportunity to meet your USA officers and ARs. If you have specific topics that you'd like discussed, or if you have specific questions that you'd like answered, please e-mail them to Denise Hamilton or Felicia Davis prior to the date of the meeting.

## Look for upcoming benefits survey

The USA Benefits Committee will be sending out an e-mail to every USA member asking them to respond to a survey. The goal of the survey is to identify what forms of coverage each member has, particularly related to dual coverage. (For example, a retired teacher working at NJEA may have both an NJEA insurance plan and the State Health Benefits Plan.) The survey will also ask questions based on members' specific coverage(s) to troubleshoot and share common experiences.



# What does "past practice" mean?

*The following is the first installment in a new series of articles dedicated to explaining common terms used by labor unions. This month, we will focus on past practices.*

An established past practice is as much a part of the contract as if it were written. It gives meaning to ambiguous contract language and to terms and conditions of employment about which the contract is silent.

However, to be considered a binding past practice, it must meet strict standards. It cannot happen now and then, under some supervisors and not others, without the knowledge of union and/or management.

To be a binding past practice:

1. It must be unequivocal; regularly and uniformly granted.
2. It must be clearly enunciated, freely and openly allowed, and exist over a reasonable period of time.
3. It must be accepted and acted upon by the parties through their authorized agents in administering the written contract.

If you believe that management has violated a binding past practice and, as a result, has violated your rights, contact your A/R. Your A/R will bring your concern to the USA Executive Committee for discussion. If your Executive Committee believes there has been a violation of past practice, the matter will be sent to the Grievance Committee for action.

The logo for USA Capsule, featuring the letters "USA" in a bold, stylized font followed by the word "Capsule" in a script font.

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