

Civil Service LEADER

America's Largest Weekly for Public Employees

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CSEA Asks Statewide Recognition

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Biographical Sketches

CSEA Candidates For Statewide Officers

This week, The Leader presents biographical sketches of candidates seeking election to Statewide office in the Civil Service Employees Assn. Elected officers, to be chosen by mail ballot, will serve the Employees Association for two year terms starting November 1. Candidates are presented in alphabetical order.

Biographies of candidates as departmental representatives usually appear in the following edition. Because of a special CSEA delegates' session, however, these biographies will appear at a later date.

The following candidates' personal sketches appear in order of office and alphabetically.

EDWARD G. SORENSON Candidate for President

Edward G. Sorenson entered State service in 1939 as a clerk in the Department of Audit and Control. He received his early education in the public schools of Long Island and New York City. During his State service, he completed his high school education,



received a BBA degree cum laude from Siena College and the degree of Master of Public Administration from Syracuse University, all from attendance at night classes. He has taught accounting
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THEODORE C. WENZL Candidate for President

In the great tradition of the Civil Service Employees Assn. Theodore C. "Ted" Wenzl has served a 25-year apprenticeship in the organization prior to seeking the CSEA presidency.

From the day of his enrollment as a member of the Employees



Association, Wenzl has been an active and articulate member of CSEA, moving almost at once into the ranks of chapter officer and president and, later, regional conference president and Statewide
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CSEA Presses Demands For L.I. State Park, Jones Beach Maintenance Titles

ALBANY—The Civil Service Employees Assn. is pressing its demands for the reclassification and reallocation of parkway maintenance positions within the Long Island State Park Commission and Jones Beach State Parkway Authority.

CSEA contends the proposed changes are urgently needed to adequately provide promotional opportunities and equitable salaries for parkway maintenance employees.

Perry B. Duryea, Jr., president of the Park Commission, has as-

sured the Employees Association that the Commission "strongly supports increased wages for its maintenance personnel."

CSEA officials stated that they have been guaranteed a meeting

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van den Heuvel, Brydges Aid Fight

CSEA Is Battling New Attempts To Strangle Legislature Mandates

(Special to The Leader)

ALBANY—A proposal to restrict the Legislature in mandating monied programs on political subdivisions, belived dead as of early last week, is turning out to be the Hydra-headed monster for civil servants as far as the Constitutional Convention is concerned.

The proposal, which would seriously cripple public employee organizations in getting benefits mandated for local government employees when local officials refuse to modernize wages, retirement and working benefits, first came on the floor under the title of Proposition 1075A. This bill was no sooner fopped off by delegates when it became alive again under the name of Proposition 1390.

The measure, in essence, would require the Legislature not only to seek the permission of the political subdivision affected before mandating benefits but also would require that the Legislature provide the source of income to pay for such benefits or else pass the legislation in two successive sessions.

The Civil Service Employees Assn., which fought a successful battle on Capitol Hill to defeat the proposition, was up in arms again last week over the new—and essentially same—proposal.

At Leader press time it was learned that the Employees Association had already picked up two important allies in its renewed fight.

William van den Heuvel, Democratic delegate and a vice president of the Constitutional Convention, said he definitely would lead a floor fight against the measure which, at this writing, was expected to come to the floor this week.

Van den Heuvel had voted against the earlier proposal as well and told The Leader that "nothing has happened since then to change my stand."

In explaining why he was opposed to the proposition, Earl W. Brydges, Republican minority leader in the Convention, told The Leader "This proposition represents an impairment of the Legislature's Constitutional obligation to insure that governmental serv-

ices are maintained at adequate levels including salary scales which will retain and attract competent public servants. This is true not only in such traditional areas of State concern as education, public safety and the administration of justice, but also in those purely local services which are essential to a viable governmental structure in this State. While it is true that the Legislature has mandated salary increases and thus increased local costs, at the same time it has doubled per capita aid to localit-

ies and vastly increased school aid."

Crotty Responds

In the meantime, the Employees Association fired off new telegrams of protest on the proposition to Convention President Anthony J. Travia and Peter J. Crotty, chairman of the Committee on Labor, Civil Service and Public Pensions, as well as Brydges.

The telegram reads:

"I wish to advise you that the Civil Service Employees Assn. most vigorously opposes Proposition 1390 which would strip the Legislature of its traditional and legally well-established rights to set minimum standards with regard to compensation and requirements in areas which are matters of State concern, such as police, power, public safety, public welfare and employment."

The message was signed by CSEA president Joseph F. Felly, who told The Leader that he had immediate response from Crotty, who declared he also would oppose this measure.

Metro Conference Invites Candidates For Statewide Office

Candidates for Statewide office of the Civil Service Employees Assn. have been invited to discuss their platforms at the Sept. 9 meeting of the Metropolitan New York Conference, CSEA, at Salzman's Restaurant, 121 Chambers St., Manhattan.

The luncheon meeting will open at 11 a.m., according to Randolph V. Jacobs, Conference president who noted that both presidential candidates—Theodore C. Wenzl and Edward Sorenson—have signified their intention to attend. The business session of the conference will open following the completion of the candidates' remarks.

Plans for the meeting and for the 1967-68 conference program were discussed at a meeting of conference presidents at Gasner's Restaurant last week.

Conservation Expert

Governor Rockefeller has announced the appointment of Laurence P. Draper, Geneva, as a Member of the State Soil and Water Conservation Committee for a term ending March 31, 1971. Draper succeeds Russell I. Young, Randolph, whose term expired. Members of the Commission receive \$50 per diem.

Kenyon Ticen

ATTICA—Kenyon Ticen, third vice president of the Western Conference, Civil Service Employees Assn. died here Aug. 3, 1967, The Leader learned today.

Ticen was a correction officer at Attica State Prison. He also served several years as Western Conference treasurer.

Don't Repeat This!

First All-Year Session Is Seen For Legislature

ALTHOUGH New York State residents have gotten used to four to six month sessions of the Legislature it may come as some surprise to find Senators and Assemblymen in Albany around the calendar next year, except for some kind of vacation period.

The first year-long session of the Legislature is being predicted for 1968 on several grounds. Most significant of these is the writing of a new State Constitution and,

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Don't Repeat This!

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hopefully, its subsequent approval by the voters in November. If the provisions of this new Constitution are largely approved it means that many new laws must be written by the Legislature and approved by the Governor in order to comply with the legal mandates of that Constitution.

As an example, the present constitutional language on retirement benefits forbids State and local government to give any increased allowances to the beneficiaries and dependents of retire persons once the retired person dies. The new language on pensions, which has been approved by the Constitutional Convention, would permit such increases to be granted. But to implement the Constitutional allowance permission, an actual law must be written.

There are hundreds of such examples and although one of the main purposes in writing a new Constitution was to streamline and minimize the necessity of the Legislature to enact the thousands of measures now needed each year, it will still take a good many legal actions on the part of the Legislature to accomplish that goal.

Civil Service Needs

Aside from this giant task, the Legislature remains the body through which State and local

government employees will continue to work for improved benefits and laws affecting civil service. Governor Rockefeller has left little doubt that he intends to raise new revenues this year and that part of the reason for so doing is that State workers must have wage increases, particularly since they did not have one during the current period of inflation. The source of new revenues and the pay raise, when it is eventually proposed, must have the approval of the Legislature.

Because many of the "Home Rule" measures asked for by local governments will not be granted (or so it seems at this writing) organizations such as the New York City Patrolmen's Benevolent Assn. and the Uniformed Firemen's Assn. and others will still be going to Albany to get approval on measures that, while not dealing directly with wage negotiations, will improve the working conditions of their jobs.

The big, 151,000-member Civil Service Employees Assn., will not only be negotiating pay wages and increased fringe benefits with the Rockefeller Administration but will also be asking Senators and Assemblymen to approve measures that will advance the lot of civil servants in political subdivisions through Legislature-mandated bills.

All of this will be on top of the other business of the Legislature that is carried on every year. Therefore, it takes no crystal ball to forecast that, at least in 1968, the job of legislator will probably be a full time occupation.

Whitney Appointed

Governor Rockefeller has appointed Ralph R. Whitney Jr., of Pompey, as a member of the Industrial Exhibits Authority in the State Department of Agriculture and Markets.

Bulletin

At Leader press time, it was learned that representatives of the Civil Service Employees Assn. were in session with a negotiating team appointed recently by Governor Rockefeller.

The CSEA, it was reported, was asking for exclusive representation of State employees on a Statewide basis.

The Rockefeller team consists of Alton G. Marshall, Secretary to the Governor; Budget Director T. Norman Hurd and Mrs. Ersa Poston, president of the State Civil Service Commission.

Full details will be printed in a late edition of The Leader.

CSEA Appoints Nailor Public Relations Asst.

ALBANY—Marvin G. Nailor of Troy has been appointed assistant director of public relations of the Civil Service Employees Assn. by Joseph P. Felly, president of the 151,000 member organization.

Nailor succeeds Joseph B. Roulier of North Greenbush who re-



MARVIN G. NAILOR

cently was promoted to the director's post.

The new assistant director was a reporter for The Times Record Newspaper for several years.

Nailor graduated from Watervliet High School and served three years in the U.S. Navy as journalist, two years of which was spent on the staff of the Commander, Sixth Fleet, in the Mediterranean.

He began his newspaper career shortly after graduating from high school.

A native of Cohoes, he is the husband of the former Jean M. Facticeu of Troy.

In his new post, Nailor will assist Mr. Roulier in informing the public and the organization's members on the policies and activities of the Association and its 230 chapters throughout the State.

Established in 1910, with headquarters at 8 Elk St., Albany, CSEA is an independent membership corporation representing employees of State and local government throughout New York State.

Council Member

Governor Rockefeller has reappointed Franklin R. Forbes of Rouses Point, as a member of the Council of State University at Plattsburgh.

Villa Pushes For Suffolk Raise Talks Resumption

RIVERHEAD—Robert Villa, president of the Suffolk chapter of the Civil Service Employees Assn., last week called for resumption of negotiations on the chapter's demand for a 15 percent salary boost and threatened reactivation of a political action committee.

Villa, renewing the chapter's characterization of a proposed five percent pay boost as "wholly inadequate," called on the board of supervisors' personnel committee to resume negotiations. The unit had recessed after asking CSEA to submit cost figures on demands for fully paid hospitalization insurance and time and one-half pay for overtime.

"The inadequate salary recommendation of County Executive H. Lee Dennison and the silence of county board chairman Gilbert Hanse may make it necessary for the Suffolk chapter to reactivate the political action

committee," Villa asserted.

The committee's function would be to screen, interview and recommend candidates to the chapter for endorsement.

"This would be done reluctantly," Villa stated, "but, nevertheless, we will take the step if it is necessary to assure success." Any such action, Villa noted, would be geared to reach not only the chapter's 6,000 members but 15,000 other public employees in Suffolk.

Hanse has not only stood mute on the civil service issue, but has been quoted taking an anti-civil service stand.

Westchester Unit Meets Sept 11

WHITE PLAINS—The Westchester County unit, Civil Service Employees Assn. will hold an open meeting on Monday, Sept. 11 at 8 p.m. in the Little Theater, Westchester County Center, Tarrytown Road, White Plains.

A report on the special delegates meeting in New York City will be given to those attending. Speaker for the evening will be State Senator John E. Flynn of Yonkers, chairman of the Civil Service Committee of the State Senate.

Lawrence Unit Names Officers

LAWRENCE—The new Village of Lawrence unit of the Nassau chapter, Civil Service Employees Assn., has named temporary officers. They are: Edward Dolan, president; Ralph Socias, vice president; Harold Castel, treasurer, and Mrs. Eleanor Ferraro, secretary.

Hospital Offers Therapist Jobs

Therapists are needed at the Outpatient Clinic of the Veterans Administration in Brooklyn.

The clinic is recruiting to fill the following positions: occupational therapist, GS-6, 7 and 8, \$5,867 to \$7,068 per annum; manual arts therapist, GS 6, 7 and 8, \$5,867 to \$7,068 per annum; physical therapist, GS-6, 7, and 8, \$5,867 to \$7,068 per annum.

Qualifications for these positions are graduation from an accredited professional school and appropriate experience for each grade level.

For further information write to: Chief, Personnel Division, VA Outpatient Clinic, 35 Ryerson Street, Brooklyn, N.Y. 11205, or telephone Area Code 212-596-3044.

Variety of Jobs Offered In New Store

The New York State Employment Service is interviewing applicants for around 1,000 positions in a major new Manhattan store, which will open this fall, on the eleventh floor at 132 West 31 St.

There will be jobs for salespeople, stock handlers, cashiers, markers, clerical workers, building maintenance staff, and all the other kinds of workers needed in the operation of a large shopping center. Part-time as well as full-time jobs will be available, beginning in October.

Interview hours will be 9 a.m. to 8 p.m. on Mondays and Wednesdays, and to 5 p.m. on Tuesdays, Thursdays and Fridays. On Saturdays, the hours will be 9 a.m. to noon.

Additional information can be obtained at the Sales and Merchandise Office of the State Employment Service at 16 East 42nd Street.

VA Hospitals Need Hospital Attendants

There are no training or experience requirements and no written test is required but applicants will be given an oral interview to determine whether they possess personal qualities essential to successful performance in these positions.

The announcement No. NY-7-12 may be obtained at the above hospitals, the Interagency Board or U.S. Civil Service Examiners for the Greater New York City Area, 220 East 42nd Street, N.Y. 10017 or the Main Post Office in Brooklyn or Jamaica.

Trustee

Robert B. Van DeWater of Poughkeepsie, has been appointed by Governor Rockefeller as a trustee of the Supreme Court Library at Poughkeepsie.

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CSEA STATEWIDE OFFICER CANDIDATES

Sorenson

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at Albany High School and Russell Sage College.

Sorenson has been a member of the Civil Service Employees Assn. for more than twenty-five years. He was a member of the State Executive Committee for ten years, representing the Department of Audit and Control, and has served as chairman or member of a number of important Association committees, including the Budget Committee, Nominating Committee, Insurance Committee, and others.

He established the State Social Security Agency in 1953, to provide social security coverage for certain State and local employees, and in 1956 and 1957 assisted in the preparation of legislation which extended coverage to retirement system members. He is presently Director of the Social Security Agency.

Sorenson has always had and continues to have an intense interest in the efforts of the Association to preserve the rights of all public employees and to assure the improvement and expansion of all forms of fringe benefits.

Wenzl

(Continued from Page 1)

CSEA office.

His knowledge of the internal organization of the Employees Association comes from years of experience on innumerable Association committees. His awareness of the qualifications of leadership needed to guide the CSEA come from his long years as an elected official of the organization. In this latter capacity, Wenzl has gained experience in the fields of labor relations, negotiations and organizational growth and needs.

As first vice president of the Civil Service Employees Assn., Wenzl gained invaluable experience earlier this year when he was thrust into a series of vital negotiations with the State government on employee benefits and, later, conducted important CSEA delegates' meetings as the result of a temporary illness of CSEA President Joseph F. Feily.

Among other offices held in the past by Wenzl are those of the presidency of the Education Department chapter and the Capital District Conference. He later served as Statewide CSEA treasurer.

Wenzl's education qualifications include a civil engineering degree from Rensselaer Polytechnic Institute and a Doctor of Education degree in administration from Columbia University.

The safe emergence of the Civil Service Employees Assn. through current new patterns of labor relations toward a position of dominant strength in the State and political subdivisions ranks as Wenzl's major goal should he gain the presidency of the CSEA. In addition, he wishes to strengthen further the quality and variety of personal service to the Employees Association's vast membership.

A native of Port Chester in Westchester County, Wenzl moved to Albany as a career State employee with the Education Department after an earlier career as a mathematics teacher in Long Island Schools. Through competitive examinations, he advanced through the department's Finance

Bureau until, in 1954, he became the director of the Division of School Financial Aid. Since 1964, he has been assistant executive director of the State Teachers Retirement System.

RAYMOND G. CASTLE Candidate For First Vice President

Ray Castle offers a record of leadership and accomplishment to his fellow workers in Civil Service. He joined CSEA on the same day he became Regional Manager with



the Commerce Department and has served on many chapter, Conference and State Committees. He served four years as president, Syracuse chapter; two terms as president, Central New York Conference; five years on State Education Committee, as chairman two years; chaired the Special Committee on the Need for a New York City Association Office; as a member of the Special Committee to Study Nomination and Election Procedures; chairman of the Special Committee to Define Duties of Association Committees. He was fourth vice-president for one term, second vice-president for years and two years as first vice-president. Currently, he is chairman of the Public Relations Committee. He has served on the CSEA Board of Directors for the past thirteen years.

Active in Central New York business and civic affairs, he has worked for many years with the Advertising and Sales Club, Community Chest and Red Cross, as well as on other civic activities.

Through his years of service, he has become thoroughly familiar with the problems and desires of employees and the administration of the Association. He has continually worked to strengthen the internal operation of the CSEA and to promote, develop and urge a strong public relations program in order to elevate the concept of Civil Service employment as a dignified, desirable and useful career-profession and to win the confidence and good will of government officials and the general public. At the same time, Ray has carried on a vigorous and dedicated campaign for adequate and equal salaries, effective grievances procedures, better working conditions and a program of improvement in tenure, vested rights and retirement liberalization.

Ray Castle's record of hard work and achievement is its own guarantee of future service for the improved well-being and security of Civil Service employees through increased employee benefits and better working conditions.

A. VICTOR COSTA Candidate For First Vice President

A. Victor Costa of Troy has served CSEA since 1953. He entered State service with the Division of Employment and has been with the Workmen's Compensation Board for 18 years.

He has been CSEA chapter president of the Workmen's Compensation Board. In June he com-



pleted an unprecedented four terms as president of the Capital District Conference which represents about 25,000 affiliated and unaffiliated CSEA members.

He is at present a member of the CSEA Board of Directors and is Statewide Charter Committee chairman and memorial Plaque Committee chairman. Joseph F. Feily, president of the CSEA, named him the first Credentials Committee chairman. As chairman he formulated the policies and procedures for the certification of delegates. Costa also serves on five other CSEA Committees.

In 1963, Costa was selected by Governor Rockefeller's Sponsoring Committee on Public Administration as a one year trainee in Public Administration.

In 1966, S.E. Senior, chairman of the Workmen's Compensation Board selected him as a one year management trainee.

In recognition for his participation and activities on behalf of the Saratoga Performing Arts Center and the Salvation Army, the Government Employee Exchange honored him with the 1966 Public Employee of the Year Award.

As Conference president, he formed the first Youth Activities Committee. He increased membership from 32 chapters to 41 chapters. Under his direction the first CSEA Community program was developed whereby public employees would volunteer for community projects. For the county and municipal employee members he extended full recognition and voting rights.

In May of 1967 he was honored as a standing committee chairman by the New York City chapter.

He is a Korean War Veteran. While on Active Duty he received the Dept. of Army Achievement Award for outstanding performance of duty in the field of personnel and training.

In community activities, he is public relations director of the New York State Rifle and Pistol Assn. and is an associate director of the Troy Boys Club. He is a past president of the Holy Name Society, the Troy Exchange Club and the Classic Forum.

He holds membership in the Izaak Walton League, the Troy Lodge of Elks, Brunswick Fire Co., and the Capital District Chapter of the Society of Public Administration and the C.R.S. Post 17, ITAM War Vets.

He attended Temple University School of Business Administration.

IRVING FLAUMENBAUM Candidate For Second Vice President

Irving Flaumenbaum's greatest source of pride during his long association with the Civil Service Employees Assn. is the growth of the Nassau County chapter of CSEA during his years as its president. When he first headed the chapter over 12 years ago



its membership numbered in the hundreds. Now the membership rolls stand at over 13,000, making it the largest chapter in the Employees Association and Flaumenbaum sees no end to its growth at the present.

While Flaumenbaum has practically made a second career out of CSEA, he has also long been a career employee of the Nassau County Welfare Department, where he has worked as a pharmacist for the past 18 years. He is a native of Brooklyn and has resided in the Village of Freeport for 37 years. He is a graduate of Columbia University School of Pharmacy.

Flaumenbaum has gained leadership experience in the Employees Association by serving not only on the chapter level but also on the Conference level as president of the Long Island Conference and on the Statewide level as second vice president of CSEA, an office to which he now seeks election. In addition, he has gained operational knowledge of CSEA as an employee organization by serving on its Publications, Labor Relations Policy, No-Strike Clause, Constitutional Convention, Credentials, and Personnel Committees.

His basic program for CSEA growth and strength is to tap the tens of thousands of local government employees available for Employees Association membership as a result of the new Public Employees Fair Employment Act. Flaumenbaum feels that as a result of the experience gained as president of a county chapter which has developed a highly-skilled technique in enrolling new members from school, town and county districts, he is eminently qualified to serve the CSEA in this new era of expansion.

Married and the father of three sons, Flaumenbaum has also found time to serve on many com-

munity projects ranging from cancer drives to fund drives for Boy Scouts, mental health, etc.

ARTHUR KASSON Candidate For Second Vice President

Art Kasson has been affiliated with the Civil Service Employees Assn. for 15 years. He served on the Board of Directors of the Onondaga chapter for 12 years, and was the president for a



two year period between 1963 and 1965. While in the capacity of president he diligently devoted his time in striving for the right of the Onondaga County Employees to have the privilege of having the Group Life Insurance Plan. After one and half years it was realized and went into effect in July 1966.

He was instrumental in the Onondaga chapter joining the Central Conference and in 1966 the Onondaga chapter was the first county chapter to enter the Conference.

Art was appointed third vice-president of the Central Conference and last year served as second vice-president. In June he was elected the first vice-president. During the past year he was chairman of the Program Planning Committee and the County Affairs Committee. This year he heads the Membership Committee.

He is currently serving his second year as a member of the Statewide Public Relations Committee and was a member of the Special Leader Negotiations Comm.

A public servant in County Government for 21 years he started as a uniformed Deputy in the Sheriff's Dept. in March 1946 and until April 1957 worked in that capacity. At this time he was promoted to the rank of detective and assigned to the Youth Bureau. In April 1962 he was appointed Deputy County Clerk in charge of the Onondaga County Motor Vehicle Bureau. In January of this year he was appointed to the newly created position of Administrator-Clerk of the Family Court of Onondaga County.

Having come up through the ranks to his present position he has learned that cooperation between the employee and the employer is most important for a dept. to function properly. "One has to be fair with each one of his employees and give credit where credit is due. If problems arise they must be aired for the proper adjustment with each one allowed his say". Art contends that a department is successful only when the employees are content in their positions. Without

(Continued on Page 14)

It's Back To School For New York City Aides

Whatever the reason—be it to prepare for promotional examinations, improve skills or for increased knowledge—New York City employees can go back to school at little or no cost.

The courses available range from a high school equivalency program to general engineering and advanced conversational Spanish.

These programs are sponsored by the New York City Department of Personnel in conjunction with the New York City Community Colleges, Long Island University, and the Board of Education. Most courses are given in the City Hall area.

Community College

The Community College courses consist of ten two-hour sessions and have a \$15 fee, except the engineering courses which are \$25 for 16 three-hour sessions and the Spanish courses which are \$20 for 15 two-hour sessions. The Fall term starts Monday, Sept. 25. Registration and further information can be obtained from the Training Division of the New York City Department of Personnel, 40 Worth St., N.Y., N.Y. 10013.

The courses available under this program include:

CU-1 Public Speaking—Roger Goodman, NYC School System Mondays, 220 Church St. This course will provide instruction and practice in the delivery of impromptu and extemporaneous speeches and in the preparation and delivery of carefully planned talks. It will be especially useful for those who address employees or community groups.

CU-2 Effective Writing in City Government—Philip Ripps, Department of Personnel, Wednesdays, 65 Thomas St. This is a workshop course intended to improve the ability of the individual employee to write more effectively. Students will write letters and reports in class and the instructor will hold periodic critiques with each student. The course will stress the organization and development of ideas and the importance of good taste in the writing of letters and reports. The course provides a limited review of grammar.

CU-5 Building Your Vocabulary, Part I—Jerome Beecker, NYC

School System, Mondays, 40 Worth St. An intensive course in practical methods of vocabulary building. Special instruction is given in the use of the thesaurus and dictionary. Classroom exercises will give each student an opportunity to use new words in oral and written communication.

CU-6 Improving Your Reading Ability—Steven Friedman, NYC School System, Tuesdays, 40 Worth St. This course is designed to increase the reading ability of those who feel they need improvement in comprehension, accuracy and speed of reading. It will include diagnosis of difficulties in these areas and the application of corrective methods. Specific problems will be dealt with, based on the requests of the group. A textbook will be required.

CU-16 Speed Reading—Eugene M. Kaserman, NYC School System, Mondays, 55 Thomas St. This course is designed for beginners of speed reading. It teaches the basic techniques of speed reading, and explains how and when speed reading is used. The average reader upon completing this course should be reading from 400 words per minute to a top of about 1,200 words per minute. Students registering for this course should be able to read and understand difficult materials easily.

CU-7 Accounting for Non-Accountants—Abraham Jacobs, Supervising Accountant, NYC Housing Authority, Mondays, 250 Broadway. A presentation in simplified form of the basic theory and practice of accounting for the layman. Participants will become familiar with accounting terminology, simplified accounting records and preparation and interpretation of financial statements. Financial statements issued by business and government will also be analyzed. Attention will also be given to the application of accounting theory to punched card accounting machine systems.

CU-13 American English Gram-

mar and Usage, Part I—Jerome Beecker, NYC School System, Thursday, 56 Thomas St. This course is designed for those who wish to improve their spoken and written English. Correct grammar and good sentence structure will be stressed.

CU-30 Multiple Dwelling Law Applications for City Inspectors, Part I—Anthony Viviani, Department of Buildings, Mondays, 125 Worth St. A practical course using architectural plans in the application of the multiple dwelling law, multiple dwelling code, building code, and zoning laws. Among the topics to be discussed are classification of buildings, conversions and alterations, tenements and violation. Discussion will center around actual cases taken from City operation. This course will be of particular value to Department of Buildings inspectors and employees of other City agencies with building inspection duties.

CU-31 Arithmetic Needed for Charts, Graphs and Tables—Martin Weiss, Senior Methods Analyst, NYC Housing Authority, Wednesday, 250 Broadway. Students will review the basic arithmetic operations, including rates and percentages, necessary to work with graphic forms. Employees who have not had a strong mathematical background will learn how to read and interpret graphs, charts and tables and how to use the information presented.

CU-33 Basic Statistics—Burt Scholl, Supervising Personnel Examiner, NYC Board of Education, Thursdays, 2 Lafayette St. An exploration of the fundamental theories and use of statistics in non-mathematical terms. This course will cover the methods of collecting and tabulating data and will introduce the student to the techniques commonly used in analysis. The usefulness of statistical techniques to solve problems in business and government will be considered.

CU-34 Management Analysis—Organizational and Systems Planning—William Siegrist, Principal

Management Analyst, Office of the City Administrator, Wednesdays, 56 Thomas St. An advanced course in management principles and concepts for key management employees. A review of the techniques of management analysis and their application to a wide range of management activities. Organization and systems will be reviewed as a whole rather than as separate unrelated activities. Included are elements of management, management improvement programs, techniques and applications of organization and systems analysis. New approaches in management analysis will also be considered.

CU-64 Developing Supervisory Skills in Administration—William Siegrist, Mondays, 55 Thomas St. A basic course in administrative management recommended for those who are or are about to become supervisors. Planning, scheduling, organizing, controlling, reporting, and work simplification will be covered. Discussions and illustrations will focus on problems of participants' agencies.

CU-115 Understanding the Peoples of New York City—Roger R. Wood, Ed.D., Ass't. Professor, Hunter College, Tuesdays, 56 Thomas St. A course designed to help City employees understand the cultural values, viewpoints, and special problems of the variety of ethnic, racial and religious groups in New York City. The course will present a brief survey of the various groups making up the population of New York. It will then develop, through the use of group discussion, problem solving, and role playing, skills and techniques for understanding and working with the peoples of New York City.

CU-135 Understanding Budget Practices—Arthur Rosenbaum, Principal Personnel Examiner, Bureau of the Budget, Tuesdays, 125 Worth St. A course for City employees whose work involves preparation of budget requests or whose operation and planning depend on budgetary considerations. New York City budgetary practices, including recent changes, will be surveyed and compared with those of other cities. The course will also cover different approaches to budgetary decision making, budget systems and their implications for agency operations, systems of data analysis and presentation, work measurement, and preparing budget requests.

Engineering

CU-519 General Engineering—William Barno, P.E., Department of Hospitals, Tuesdays, 2 Lafayette St. A total of 46 hours of lecture (15 sessions) covering the material of Part II of the State P.E. Examination. Includes pertinent topics in the fields of fluid mechanics, mechanical and electrical engineering.

Languages

CU-24 Conversational Spanish—Philip Souk, Spanish Teacher, HS Adult Education Program; Mrs. Maria deFreitas Treen, United States Mission to the United Nations; Mrs. Elizabeth Starcevic, NYC School System, Mondays, Tuesdays, Wednesdays, 40 Worth St. A course in Spanish conversation for City employees who work with or interview Spanish-speaking people. After developing an understanding of basic vocabulary and pronunciation,

students will converse with each other and the instructor in Spanish, simulating real-life situations encountered in their jobs. The Wednesday section will concentrate on case work situations. Previous knowledge of Spanish is not required.

CU-124 Intermediate Conversational Spanish—Philip Souk, Thursdays, 40 Worth St. A course in intermediate Spanish conversation for City employees having contacts with or interviewing Spanish-speaking persons. Previous knowledge of Spanish is required or successful completion of elementary Spanish conversation. Emphasis will be given to the comprehension of spoken Spanish. Students will practice conversing with each other and with the instructor, simulating real-life situations. Course will be conducted in Spanish as far as practicable.

CU-324 Continuing Studies in Spanish Conversation—Mrs. Treen, Wednesdays, 220 Church St. A highly advanced, specialized Spanish course, enabling students to speak in Spanish before their colleagues. They will be required to read outstanding Spanish works and report on them. The instructor will invite well-known guest speakers from different Spanish-speaking countries, in order that the students may get used to the accents of the various nations. Upon completion of this course, the students should be able to converse in Spanish.

Long Island University

LI-13 Supervising Stenographic and Clerical Staff—Hugh J. Kelleher, Chief of Records Control, Personnel Department, NYC Housing Authority, Thursdays, 40 Worth St. This course is intended to assist supervisors of stenographic and clerical units to organize the work and utilize the skills and abilities of their employees. Topics covered will include assignment of work, communications, employee relations, performance appraisal, solving typical office problems, motivation and principles of job training.

LI-14 Developing Your Ability to Take a Civil Service Examination—Louis Alper, Ph.D., Chief of Training, NYC Housing Authority, Tuesdays, Thursdays, 250 Broadway. Participants will review different types of civil service tests with particular emphasis on the promotion test—both essay and multiple choice. Also included will be a discussion of test construction, suggestions for test preparation, and actual practice in handling test questions.

LI-32 Planning for Retirement—Joseph Masopust, Assistant Director, NYC Employees' Retirement System, Tuesdays, 220 Church St. The increase in life expectancy, coupled with the decrease in working years, has extended the number of years spent in retirement. This course is designed to aid the City employee in early planning of his retirement, to make the most of this period of life and to utilize more effectively individual, group, and community resources. Consideration will be given to such topics as: building up retirement allowances; selecting the retirement option; Social Security; investment; post-retirement activity.

(Continued on Page 5)

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Q and A

QUESTIONS AND ANSWERS . . .

. . . about health insurance

by William G. O'Brien

Blue Cross-Blue Shield Manager,

The Statewide Plan



This column will appear periodically. As a public service Mr. O'Brien will answer questions relative to the Statewide Plan. Please submit your questions to Mr. O'Brien, Blue Cross-Blue Shield Manager, The Statewide Plan, 1215 Western Ave., Albany, N.Y. 12203. Please do not submit questions pertaining to specific claims. Only questions of general interest can be answered here.

Q. Must I be hospitalized in order to receive reimbursement for home and office doctor calls under my Statewide Plan?

A. No. Such calls are covered under Part III (Major Medical) of the Statewide Plan. You need not be hospitalized in order to receive Major Medical benefits, but the co-insurance and deductible factors do apply.

Q. Please tell me if eye examinations and eye glasses are covered under my Statewide Plan?

A. No. Neither eye glasses nor eye examinations are considered covered medical expenses under the Statewide Plan.

Q. I am covered by both the Statewide Plan and Medicare. Please tell me how many days of fully paid hospital care I am covered for if I have to go to the hospital?

A. You are covered for 120 days of in-hospital care except for any extra charges for a private room from the 90th to the 120th day. Medicare covers the first 90 days and your Statewide Plan will cover that part of your expenses not covered by Medicare; that is, the first \$40 of your hospital bill plus the \$10 a day you are expected to pay for the 61st thru the 90th day. You are then covered for an additional 30 days of fully paid care in a semi-private room under your Statewide Plan. Let me say, however that this is not the total in benefits you enjoy under the Statewide Plan. If you should have to stay in the hospital beyond 120 days, you would have benefits under the Major Medical portion of your Statewide Plan, with deductible and co-insurance applying.

CSEA Reverses Two Employee Suspensions

ALBANY—The Civil Service Employees Assn. has won reversals in the suspension of a veteran Brooklyn State Hospital attendant and the firing of a Westchester County employee.

Both employees were represented in their battles under the special legal assistance program available to all members of the Employees Association.

Mrs. Roberta Edmonds, the hospital attendant, was cleared of five of the six charges she was originally charged with, while Nat A. Luftig, the County employee, was ordered reinstated.

The cases were argued before the Appellate Division, Second Department, State Supreme Court.

Mrs. Edmonds, an attendant at the Brooklyn hospital for nine years, was charged with six separate specifications of misconduct in the course of her work one morning in November, 1965. She was found guilty of all counts at a hearing and penalized with a 30-day suspension.

Stanley Mailman, a regional attorney for CSEA, who represented Mrs. Edmonds at the administrative hearing, found no support on the record for the hospital's findings and took the case to State Supreme Court. The action was turned over to the Appellate Division. Mailman, in presenting his case, alleged a lack of substantial evidence and claimed the penalty was excessive. The court vacated the findings on five of the six charges and remanded the case to the director of the Brooklyn State Hospital to assess a new penalty on the basis of a single specification that was sustained—that she refused to assist one of the physicians in caring for a patient. Before coming to the Brooklyn Hospital, Mrs. Edmonds served as an attendant at Pilgrim State Hospital for more than five and one-half years. She never had

been the subject of disciplinary proceedings.

Despite the court's ruling, Mailman contends there is no basis at all in the record for the one charge which the court upheld. The hospital director has not yet made a decision as to a penalty. The CSEA has written to the director asking his clemency in the matter in the hope that he will forego any punishment.

Luftig, also represented by Mailman, was dismissed after eight years of service in the Westchester County Department of Purchase and Supplies and within one and one half years of compulsory retirement. Luftig was found guilty of various counts involving alleged errors of judgment and instances of behavior toward his superiors. The Appellate Division found Luftig guilty on all of the charges except one, but ruled that the penalty of dismissal was excessively harsh, and remanded Luftig's cases back to the county for determination of a lesser penalty.

The CSEA provides legal protection to members in disciplinary cases and in grievance appeals in which an attorney is needed. Necessary legal action is also taken in some instances by the employees' organization to protect members where broad principles are involved. The Association, in addition to having a full-time legal staff at its headquarters in Albany, also enlists the services of regional attorneys throughout the State. Applicants for CSEA legal assistance also are entitled to be represented by an attorney of their choosing under the CSEA plan.

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TUESDAY, SEPTEMBER 5, 1967

Hydra's Descendants

HYDRA, the many-headed monster of Greek legend, was a tough cookie with whom to deal. Chop off one evil head and another would replace it before you could say "Thanatopsis." It appears that one of her great-great granddaughters is haunting the Constitutional Convention these days in the form of a proposition that poses a tremendous danger to local government employees.

The measure in concern would strip the Legislature of its traditional and legal rights to mandate minimum standards of wages and employment in local government for such vital areas as public safety, health, education, welfare, etc. The need for the Legislature to so mandate such minimum standards is obvious; the needs of all citizens come before the needs of political tightwads.

Two weeks ago, it appeared that the Civil Service Council on the Constitutional Convention—whose membership includes almost all New York City public employee organizations as well as the 151-000-member Civil Service Employees Assn.—had fought a brilliant battle against this crippling constitutional amendment when it was then known as Proposition 1075A.

But when the vitality of the previously referred to Hydra, the issue reared its ugly head again last week, this time under the disguise of Proposition 1390. At this writing, civil service forces were again being strongly rallied to battle and firm commitments were in hand from leading convention delegates to block this retrogressive proposal once more.

While this whole proposition has enormous flaws its most insidious provision is that any such mandated costs would have to be approved by two consecutive sessions of the Legislature. Income taxes, State aid, lotteries, etc., need only one action by Senators and Assemblymen and the double standard set against civil servants by requiring double approval of benefits is simply not to be tolerated—no matter how many heads Hydra has.

The Veteran's Counselor

By FRANK V. VOTTO



New York State Regents Scholarships

THE STATE Education Law provides for State Regents Scholarships for children of deceased or disabled veterans who served in the Armed Forces of the United States during certain war-time periods.

AN AMENDMENT signed into law by Governor Nelson A. Rockefeller last year, brings into the program the children of deceased or disabled veterans of the Vietnam conflict. In addition, the amendment raised the total number of Regents scholarships to six hundred.

COMPETITIVE examinations are conducted for eligible high school seniors each year. Qualifying students receive a scholarship award of \$450 annually for four days for full-time undergraduate regular or accelerated degree pro-

grams. The scholarships may be used in approved undergraduate degree programs in two, three and four year institutions of higher education in New York State.

War Orphans Education Assistance Program (Federal)

UP TO \$130 a month is available for higher education or restorative courses for students ages 14 through 23. They must be children of veterans permanently and totally disabled or who died from disease or injury incurred or

(Continued on Page 12)

LETTERS TO THE EDITOR According To Louie

Editor, The Leader:

Regarding the idea of doing away with competitive exams for civil service positions:

It could be that the competitive struggle of man and his environment is all wrong. It could be that America's growth through open competition in all areas is a terrible mistake.

An experiment is in order.

Do away with all competition.

Here are some positions you can add to the appointee list:

1. High School Dropout Trainee
2. Purse Snatcher's Assistant
3. Junior Mugger
4. Functional Illiterate—Senior Grade
5. Junior Bookmaker
6. Apprentice Draft Dodger
7. Burglar Tool & Die Maker
8. Bank Robber (Provisional)
9. Hot Diamond Cutter
10. Heroin Distribution Clerk

The above positions do not require a test. You can even appoint yourself. The work is seasonal, but the salary structure eventually guarantees free room and board.

Immediate openings are available. Just go to 111 Smith Street, Anywhere, New York State, knock three times and say:

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LOUIE Buffalo

Salary Discrepancy In Nursing Service

Editor, The Leader:

This is intended to direct attention to the prevailing discrepancy between the salary range of instructors in schools of nursing and supervisors in nursing service in the Department of Mental Hygiene.

Instructors of nursing within the Department of Mental Hygiene are required to have a bachelor of science degree in nursing and in many instances additional educational courses to qualify for the instructors examination. Many possess a masters degree.

Supervising nurses without a B.S., or in many instances, not even college credits, qualify for the same pay grade through examination.

Where is the incentive for nurses to continue their education? A nurse with no college preparation who by chance happens to pass an examination qualifies for the same pay grade as a nurse who has studied diligently and usually at her own expense to qualify for a teaching position. An added point; these courses are not tax deductible.

Vacations and days off from work are centered around teaching schedules and student activities. Nursing instructors work the entire Summer, Fall, Winter and Spring, and are barely allowed free time with their families.

Supervisors within the present system, can vacation and take time at will. Nursing instructors and nurse teachers not in the Mental Hygiene system work a nine month year and in most cases enjoy more and better fringe benefits.

Further, instructors are blocked from advancement under the present system unless they change

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Civil Service Law & You

By WILLIAM GOFFEN



(Mr. Goffen, a member of the New York Bar, teaches law at the College of the City of New York, is the author of many books and articles and co-authored "New York Criminal Law.")

Abuse Of Discretion

ORIGINAL APPOINTMENTS in the competitive class are for a probationary term, usually for six months. Appointments of New York City patrolmen and of transit patrolmen are for a probationary term of nine months. Upon satisfactory completion of probation, a Civil Service employee acquires tenure.

THE ADVANTAGE OF tenure is that the employee is secure in his position unless proof at a hearing of incompetency or misconduct warrants dismissal. Unlike a tenured employee the probationer may be terminated for unsatisfactory performance without any hearing. However, a probationer who is dismissed is not without remedy. Judicial review may result in reinstatement when the dismissal constitutes an abuse of discretion.

AVAILABILITY of judicial review places the probationer in a better position than one who is arbitrarily refused original appointment. The latter is barred from successful judicial review of his rejection under the one out of three rule.

A RECENT illustration of abuse of discretion in terminating a probationer is the case captioned *Matter of Bonaparte* (New York Law Journal, August 23, 1967). The petitioner was appointed as a probationary transit patrolman on December 1, 1965. On September 12, 1966 he was handed a notice terminating his services for unsatisfactory performance. The reason why termination of his services was not eleven days earlier was that his probationary term was extended because of suspension from duty from July 14, 1966 to July 25, 1966. The Rules and Regulations of the New York City Civil Service Commission required extension of the probationary term by the total number of days of suspension without pay that interrupts the continuity of the probationary term.

THE ONLY criticism of the petitioner's services related to a single incident on July 14, 1966 which led to the suspension. On that day, while off duty, the petitioner attempted to buy a quart of orange juice from a Bronx store known as "Los Naranjitenos Bodega." The salesman, Eddie Ortiz, told the petitioner that the price was fifty-nine cents, and they got into an argument. As contended by the petitioner, Ortiz then threatened the petitioner with a bayonet which had been concealed under the counter. The petitioner drew his revolver. According to Ortiz's version, he seized the bayonet after petitioner "drew his revolver".

NEITHER PARTY used his weapon, and the petitioner left the premises. Five minutes later he telephoned the transit police operations unit for "instructions." Transit Police Deputy Chief Morris, however, stated that the petitioner "refused assistance."

WHILE THE petitioner was telephoning, two New York City Police Department patrolmen approached him, and all concerned went to the police precinct.

THE MATTER was presented to the Bronx County Grand Jury. The petitioner signed a waiver of immunity and testified before the Grand Jury which failed to take any action against either the petitioner or Ortiz.

WITH THE failure of the Grand Jury to indict anyone, the petitioner was restored to duty, serving until the dismissal notice of September 12, 1966. The discharge of the petitioner was based upon the contention that when he was threatened with a bayonet, he should have made an arrest.

THE ISSUE for the Court to determine was whether the Transit Authority had abused its discretion in terminating the petitioner's employment. Was the petitioner's judgment so bad that he should have been discharged? The Court, by Justice Charles J. Beckinella, held that there was an abuse of discretion, stating that actually the young policeman showed good judgment under the circumstances. He promptly after the quarrel 'phoned his superiors and followed their instructions.

JUDGE BECKINELLA observed:

It is a mark of good judgment for a young policeman to seek the advice of his superiors, if it is possible to do so, after becoming involved in a dispute that is not within his experience.

(Continued on Page 7)

Adjudicator Jobs Open With VA

There are immediate vacancies in the position of adjudicator at the regional office of the Veterans Administration located at 252 Seventh Ave. in New York City. These positions are at the GS-9 grade and pay \$7,696 per annum.

Applicants will be rated on the extent of their experience and ed-

perience is required. Applicants with an LLB degree may substitute their education for four years of this total. For other information regarding experience and substitutions of education, see announcement number NY-7-15.

Copies of the announcement may be obtained at the Veterans Administration Regional Office, the Main Post Offices in Brooklyn and Jamaica or the Interagency Board of U.S. Civil Service Examiners, 220 East 42 St., New York, N.Y. 10017.

Clerk-Stenographer Positions Offered

The Eastern Division, Naval Facilities Engineering Command, is in need of clerk-stenographers GS-4 at a salary of \$4,776 a year. A high school diploma may be substituted for one of the two years of experience that is required.

These positions require applicants to qualify in the civil service stenography examination. Report in person to 90 Church St., Room 544, New York City.

VA Hospital Needs Inhalation Therapists

The Veterans Administration Hospital, 800 Poly Place, Brooklyn, N.Y., has announced examinations for inhalation therapist, GS-5, 6, 7, and 8, starting salaries \$5,331, to \$7,068. There is no written test.

Requirements include appropriate experience of one year, two years, three years, or more years, in a hospital, or in a clinical control, medical research, or other scientific laboratory, in one or more of the fields of medical, biological, or physical science work.

BS degree with major in biology, chemistry, or physics, including laboratory work, may be substituted in full grade GS-5.

There is no discrimination in employment. For further information, write or visit the Personnel Office at this hospital, or call the Personnel Officer at 836-6600, ext. 839.

Cooperate with the ZIP code program of the Post Office Department—Use ZIP code numbers in all addresses.

Law Column

(Continued from Page 6)

BESIDES, the fact that the Grand Jury did not indict anyone indicated that there was no criminal intent on the part of either the petitioner or of Ortiz. The dispute caused a crowd to gather, and if the petitioner had attempted to make an arrest, the crowd may have reacted disastrously. In any event, this was not a case in which the petitioner had failed to protect a third person from assault.

THE COURT'S direction for reinstatement of the petitioner is paradoxical in that if the same petitioner had been arbitrarily refused original appointment the Court would have been powerless to help him under the unfortunate precedents interpreting the one out of three rule which I have criticized in other columns.



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Walter B. Cooke
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(Continued from Page 4)

including occupation, housing environment, hobbies, health, and taxes.

LI-57 Advanced Social Case Work Supervision, Part II—Sylvia Goldberger, A.C.S.W., Wednesdays, 125 Worth St. A continuation of Social Case Work Supervision (LI-65) and Advanced Social Case Work Supervision (LI-56). There will be continuing discussion and analysis of supervisory processes and problems with further consideration of the principles and philosophy of social case work supervision on various levels. There will also be interpretation of the relationship between supervision and administrative responsibilities. Prerequisites for the course are participation in LI-55 or LI-66 or with permission of the instructor.

LI-170 Essential Principles of Supervision—John F. De Santo, Patron Relations Supervisor, Port of New York Authority, Tuesdays, 65 Thomas St. This course is designed primarily for middle management and first line supervisors. It combines discussions of supervisory principles with a practical approach to the everyday problems of the supervisor. Great emphasis will be placed on class participation and members will be encouraged to discuss their individual supervisory problems. Subject matter will include supervisory functions and attributes, employee motivation, communications, supervisory responsibility for training, discipline and leadership. Case studies, films and a variety of training exercises will be used extensively in exploring these topics.

LI-71 Criminal Law and Court Procedure—Harold Mayer, Deputy Commissioner, Department of Traffic, Mondays, 2 Lafayette St. A study of the administration of criminal justice and the elements of criminal liability. The new penal law effective September, 1967 and the contemplated code of criminal procedure will receive intensive consideration. Cases from simple offenses to capital crimes will be studied, with illustrations drawn from current cases. This course should be of value to City employees who work in the courts or who are responsible for inspecting and enforcing laws or codes relating to health, sanitation, building, or similar areas.

LI-85 Law for the Layman—Sanford C. Abelow, J.S.D., Attorney, NYC Department of Personnel, Wednesdays, 2 Lafayette St. A practical course for those who want to understand how our legal system works and how the law affects their lives. Included are fundamental legal principles as they relate to wills, sale and purchase of real estate, personal property, contracts, law of business organizations, negligence, and marriage and divorce. The student will learn what he can and cannot do for himself, and how he can avoid pitfalls and legal difficulties.

LI-90 Developing Your Memory Skills—Lawrence Squire, Thursdays, 125 Worth St. This course should be useful for employees who must rely on a good

memory to do their work efficiently. It is designed to help you recall names, and faces, appointments, facts, from papers and articles, and other matters it is important for you to remember. Study materials will be supplied. A textbook is optional.

LI-112 Conference Leadership for Supervisors—Edward Silverberg, Ed.D., A.S.C.W., Administrator, Work-Study Programs Division, Department of Personnel, Thursdays, 220 Church St. A course designed to develop and improve conference leadership ability, especially in leading discussion groups, and to help make conference participation more fruitful. There will be practice sessions in the use of guided discussion, including its use as a means of building employee morale, problem solving, training, communication, and coordination.

LI-207 Automated Data Processing for Non-Data Processing Managers—Norman Howard, Director, Division of EDP, Department of Social Services, Wednesdays, 40 Worth St. A survey course for managers and supervisors interested in the application of data processing to their operation. The uses to which electronic and other data processing may be put in City agencies will be emphasized. Students will become acquainted with all types of automatic data processing equipment. The course will also demonstrate a procedure and forms for an organized systems analysis, including procedure and instruction writing.

LI-250 The Future of New York City—A course aimed at the City employee who is interested in learning about the total picture of planning for New York City's future. The subjects covered will include the changing government structure, changing intergovernmental relationships, city planning (including housing, transportation and recreation), the City's financial base, population changes, industrial and manpower development, and the inter-relationship of natural growth and planned development.

Architecture

LI-298 Structural Design, Part I—Philip Goldstein, P.E., Department of Buildings, Thursdays, 55 Thomas St. A review of the mechanics and design of the structural elements of buildings, such as beams, trusses, girders, and column. The design of members in steel and timber as well as the nature of forces acting on the structure as a whole, including lateral forces from wind and seismic loadings, will be explored.

LI-401 Recreation Program Planning and Development*—This course will consider recreational requirements of individuals of different age groups and levels in a large city, and development and organization of recreation programs to meet these specific needs. Concrete programs will be presented and discussed, and students may offer examples from their own experience.

LI-403 Park and Recreation Design*—The best layout and environmental equipment for park and recreation programs designed for modern urban living will be

discussed. Seating, paving, fencing, play equipment, game areas, sanitary installations, maintenance requirements, and lighting will be covered. Opportunity will be given to consider specific park problems and possible solutions.

LI-404 Park Administration*—A course in park administration dealing specifically with New York City's park system.

*NOTE: LI-401, LI-402, and LI-403 will be conducted at the Museum of Natural History, 81st Street and Central Park West from 4 to 6 p.m.

Board Of Education Free Courses

The Board of Education's special program is a cooperative project of the Personnel Department and the Board of Education. These job-related free courses are planned to meet the needs of such City employees as clerical and blue-collar workers, those in accountant titles, foremen and first-line supervisors.

As employees complete these courses, the Personnel Department will notify the employees' supervisors and include the certification in their personnel folder.

Board of Education courses meet at 6 p.m. from 12 to 15 weeks. Each session lasts either two hours or two hours and 40 minutes. The first class of the Fall term will meet on Monday, Sept. 25 at either the Central Evening Commercial School, 214 East 42 St., or the Metropolitan Evening Trade School, 78 Catherine St.

For these free Board of Education classes, employees must register, in person, on the first night of class at the high school where the class meets.

The classes available are:

BE-1 Business English—Rosemary Gelshenen, Board of Education, Mondays, Wednesdays, Central Commercial. A course for clerical employees, particularly stenographers and typists. Topics will include vocabulary, English usage, grammar and spelling.

BE-3 Speed Stenography—Leon Hudes and Gladys Cooper, Board of Education, Mondays (Pitman); Tuesdays (Gregg); Wednesdays (Pitman); Wednesdays (Gregg), Central Commercial. A course for experienced stenographers who wish to develop their ability to take dictation at a sustained speed of 100 words per minute. Related aspects of business English will be discussed.

Note: The Board of Education also offers elementary or refresher courses in stenography at the following evening high schools: Registration is at the high school.

Gregg—Charles Evan Hughes, Benjamin Franklin, Wadleigh, Erasmus Hall, Morris, Theodore Roosevelt and Curtis.

Pitman—Washington Irving, George Washington, Theodore Roosevelt, Bay Ridge, Central Erasmus Hall, New Utrecht, Thomas Jefferson, Jamaica, Bryant and Curtis.

The courses are also given at elementary, junior and senior high schools that have youth and adult centers or evening community

centers.

BE-4 Fundamentals of Supervision—John DeSanto, Port of New York Authority, Bernard Hogan, NYC Housing Authority, Mondays, Wednesdays, Central Commercial. An introduction to human relations and administrative problems in supervision, including principles of personnel management, organization, planning, directing and delegating work, coordination, and control.

BE-9—Civil Service Arithmetic—Benjamin Ganek, Board of Education, Mondays, Wednesdays, Central Commercial. A refresher course in the fundamentals of arithmetic. Typical civil service problems will be used in class.

BE-16 Office Practice—Leon Adler, Department of Hospitals, Tuesdays, Central Commercial. A course for the employee interested in learning new skills and improving old skills in the area of clerical practice and office administration. Business arithmetic, filing, record keeping, receptionist techniques, telephone techniques, and other related subjects will be included.

BE-106 Supervision for Maintenance, Repair and Production Personnel—Bernard Hogan, NYC Housing Authority, Thursdays, Metropolitan. Covers the fundamentals of supervision as they relate to the work of skilled and unskilled workers. Topics will include human relations, training, organization, methods of communication work and control and direction. This course will be of special value to those preparing to accept the added responsibilities of a foreman.

BE-5 Accounting I—Eugene Goldstein, Board of Education, Mondays, Central Commercial. An introduction to the study of the theory of accounts, covering the balance sheet, profit and loss statement, trial balance, and work sheet. The purpose and use of the general ledger and special journals will also be discussed. Appropriate for account clerks and those preparing to become account clerks.)

BE-6 Accounting II—Harold Gilbert, Board of Education, Wednesdays, Central Commercial. A study of the cash book and use of subsidiary ledger accounts, closing and adjusting entries, and the recording procedures made necessary by the use of bookkeeping machines. (Open to City employees who have completed BE-5, employees with accountant titles, or those who can pass a qualifying examination to be given in class.)

In addition to the special courses for City employees, the Board of Education offers numerous evening courses at schools throughout the City. This extensive program includes regular high school courses, training in various trades, crafts and technical occupations, and hundreds of informal adult classes covering a wide range of subjects.

Complete information about these courses is given in the booklet, "Adult Education and Guidance Services in New York City", issued by the Board of Education. A free copy of this directory may be obtained from the Training Division of the Department of Personnel. Information on those phases of the program of particular interest to City employees is given below.

Evening Trade Schools

The evening trade schools provide a broad program of both apprenticeship training for learners regularly employed in craft, trade,

and technical jobs, and supplemental training for those who have been employed in these fields for more than four years. Fields include the automotive, electrical, food, needle, printing, and sheet metal trades, oil heating and refrigeration, radio and television, drafting, dental mechanics, commercial art, and business subjects. Instruction is designed to increase skills, knowledge, and competence. It is not intended for those employed in unrelated jobs who desire entrance into different occupations.

Evening High Schools

Free courses of instruction in high school subjects are offered to all qualified adults residing in New York City. Students may take individual courses or work toward diplomas. Each school has a staff of guidance counselors to assist adults in planning their programs. In addition, special guidance centers at Washington Irving Evening High School in Manhattan, and Bryant High School in Queens, are available to all adults who require educational or vocational guidance.

High School Equivalency Diploma

Special courses are given at many high schools to prepare adults for the New York State high school equivalency diploma examination. The diploma is accepted for Civil Service examinations and by some colleges. Examinations are given at least once a month. Further information may be obtained at Room 834, Board of Education, 110 Livingston Street, Brooklyn, N.Y. 11201.

Variety Of Jobs Open In Federal Agencies In NYC

The Interagency Board of U.S. Civil Service Examiners for the Greater New York City area is accepting applications for boiler tender, diazo equipment operator, fuel distribution system mechanic, heating equipment mechanic (limited), motion picture film cleaning machine operator and wire communications cable splicer. Opportunities exist in various Federal agencies in the New York City area.

Persons interested in these positions must file applications by May 1. Copies of the announcement outlining the duties and requirements of the positions and application forms may be obtained from the Interagency Board of U.S. Civil Service Examiners, Greater New York City area, 220 East 42nd Street, New York, N.Y. 10017. They are also available at the main post offices in Brooklyn, Jamaica, Hempstead, Middletown, Newburgh, New Rochelle Patchogue, Peekskill, Poughkeepsie, Riverhead and Yonkers. Ask for announcement No. NY-7-22.

Editorial Positions Open In Wash., D.C.

Writing and editing positions, at GS-9 (\$7,696) through GS-12 (\$10,927) are currently available in various Federal agencies in Washington, D.C. and vicinity.

Copies of the announcement (No. WA-7-09, writing and editing positions, Printed Media, Radio Television, Motion Pictures) and other related information may be obtained from the Inter-Agency Board of U.S. Civil Service Examiners for Washington, D.C., 1900 E Street NW., Washington, D.C. 20415, Area Code 202, phone 343-7341.*

The Job Market

FARM WORKERS are needed for about three months of work in various parts of New York State. Experienced workers preferred but persons able to do heavy manual work should apply. Free Government-inspected housing is provided. The pay range is \$1.35 to \$1.50 an hour for 40 to 60 hours, six-day week . . . If interested in farm jobs, apply at the New York City Farm Office, 6th floor, 247 West 64th St.

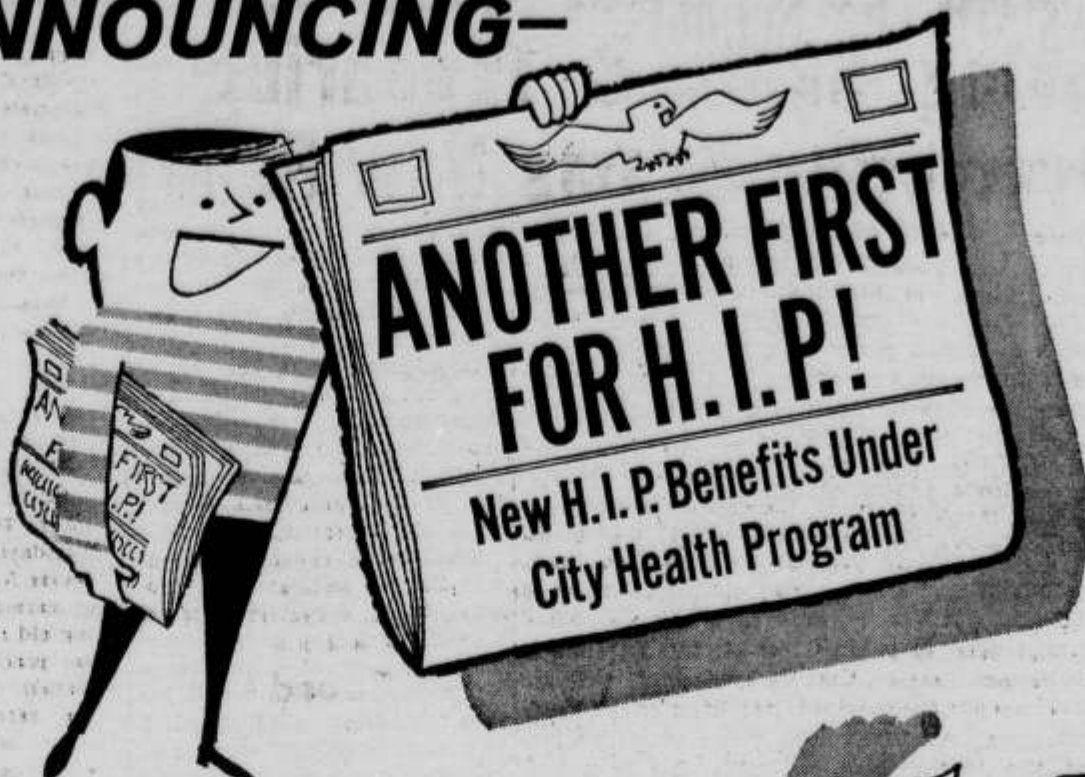
In the commercial field, **LEGAL STENOGRAPHERS** who can use electric typewriters are wanted for positions in midtown and downtown Manhattan. Must have legal experience and good work history. Salaries from \$110 to \$140 a week, or on temporary jobs, \$27 a day . . . Jobs for **TRANSCRIBING MACHINE OPERATORS**, most on electric typewriters are offered at \$85 to \$95 a week . . . Many openings are also reported for **SECRETARY STENOGRAPHERS** with one to five years experience. The work is mostly with electric typewriters and the pay is from \$90 to \$126 a week . . . Apply at the Office Personnel Center, 575 Lexington Ave., 51st St., Manhattan.

A major new store, which will open early in November in midtown Manhattan, has begun to recruit personnel. There will be jobs for **SALESPeople, STOCK HANDLERS, CASHIERS, MARKERS, CLERICAL WORKERS, BUILDING MAINTENANCE STAFF**, and all the other kind of workers needed in the operation of a large shopping center. Part-time as well as full-time jobs will be available, beginning in October. Interviews will be 9 a.m. to 8 p.m. on Mondays and Wednesdays, and to 5 p.m. on Tuesdays, Thursdays, and Fridays. On Saturdays, the hours will be 9 a.m. to noon . . . Apply in person at 132 West 31st St., Manhattan, 11th floor. Ask for the New York State Employment Service representative. The address again is . . . 132 West 31st St.

In Manhattan, **AUTO BODY REPAIRMEN** are needed to do collision work and body and fender repair on passenger cars. Must have own tools. The pay is \$2.50 to \$3.60 an hour . . . Also wanted: **COMPOSITORS** to do hand composition. It would be helpful to know stonehand lockup on Kelly B and Miehle Vertical presses, or some Ludlow composition. \$100 to \$125 a week, depending on experience . . . Experienced **ENGRAVING PRESS FEEDERS** are wanted to hand feed and set up Modern or Carver engraving or other stamp presses. Jobs pay \$75 to \$100 or more a week, depending on experience . . . Apply at the Manhattan Industrial Office, 265 West 54th St., Manhattan.

In Brooklyn, **SPRAY PAINTERS** are wanted to apply prime and finish coat on wooden displays. Must be experienced on wood. Starting salary is \$75 a week . . . **MACHINISTS** with job experience are offered jobs today paying \$3.50 an hour. Must be able to set up work from blueprints and grind own tools . . . Experienced **CABINET MAKERS** who have their own tools are needed for bench work jobs paying \$2.50 to \$3.50 an hour . . . Apply at the Brooklyn Industrial Office, 250 Schermerhorn St., Brooklyn.

ANNOUNCING—



NEW SERVICE DRUG PROGRAM

For the first time under the City Health Program, H.I.P. now covers 100 per cent of the cost of prescription drugs and medicines* when obtained through the designated mail order pharmacy under contract with H.I.P. The drugs must be prescribed by H.I.P. physicians, or by non-H.I.P. physicians in covered emergencies. Prescriptions for drugs and medicines are filled and mailed without charge. There are *no bills...no claim forms...no deductible...no limit on cost or number of prescriptions.*

**For which a prescription is required.*



IMPROVED INDEMNITY DRUG PROGRAM

For prescriptions *not* filled through the mail order service program described above, and for appliances, H.I.P. will pay 80 per cent of the cost after a \$25 annual deductible per person. There will be no annual or lifetime maximum. The drugs and appliances must be prescribed by H.I.P. physicians (or by non-H.I.P. physicians in covered emergencies).

PRIVATE DUTY NURSING

For the first time also, H.I.P. is including in-hospital private duty nursing as one of the optional benefits under the City Health Program.

H.I.P. will pay 80 per cent of the cost of private duty nursing for a maximum of 504 hours after the first 72 hours of such care per confinement, when ordered by an H.I.P. physician or when needed in a covered emergency.



THE COMPLETE PACKAGE

H.I.P.'s complete package of expanded optional benefits now consists of:

- 120-day Blue Cross full benefit days plus 180 discount days provided through Associated Hospital Service of New York.
- Combined service and indemnity drug programs and prescribed appliances.
- Anesthesia payments up to \$100.
- In-hospital private duty nursing payments.
- Emergency care indemnities increased from \$350 to \$750.

The bi-weekly cost to you for H.I.P.'s new package is:

BI-WEEKLY DEDUCTION		
	New Expanded Option	Present Limited Option*
One Person	.83	.46
Two Persons	1.66	.92
Family	2.21	1.10

*Not available to new applicants.

The new benefits will be provided for employees who authorize the payroll deductions for the new expanded option during the reopening and transfer period.



IF YOU WISH TO ENROLL FOR H.I.P.'s EXPANDED BENEFITS OPTION

If you now have H.I.P.'s Limited Option, or if you have no option and wish the new Expanded Option, please see your payroll clerk for a postcard authorization to be mailed to H.I.P.

If you wish to keep the Option you now have it is not necessary to do anything.

H.I.P. members, 65 and over, either active or retired, who are enrolled in Medicare Part B, are already covered for these benefits.



HEALTH INSURANCE PLAN OF GREATER NEW YORK
625 MADISON AVENUE, NEW YORK, N. Y. 10022

News Of The Schools

By A. L. PETERS

Union—Board Negotiations Tally

In its first offer since June 30, the New York City Board of Education last Wednesday presented a \$51.5 million-increase package which the union immediately rejected. They, in turn, presented a counter-offer which was under intensive discussion at Leader press time.

Negotiations were continuing at the end of last week. A fact-finding panel headed by Archibald Cox was meeting with Superintendent of Schools Bernard E. Donovan and Ida Klaus, representing the New York City Board of Education, and Albert Shanker and Jules Kolodny, representing the United Federation of Teachers. Mayor Lindsay had given the panel until Friday night to present an agreed contract or submit a recommendation. The union claims it will not be bound by such a report but welcomes mediation.

With school scheduled to begin Sept. 11, the union was threatening mass resignations on that date. The last teacher contract expired June 30. Comparison has been made with an average \$1,375 raise over 27 months given to policemen and firemen but the teachers' union holds this is not a consideration. Most of the minor issues of the 600 odd have been disposed of. However, the basic issues—salaries, the more effective school programs, programs for disruptive children and internship and recruitment programs remain unsolved.

The present contract provides a basic pay scale of \$5,400 to \$9,950 a year. The board's earlier offer would have provided a range of \$6,200 to \$10,350. The union has asked for \$7,200 to \$14,400, effective last July 1, and \$7,500 to \$15,000 next July 1. The Board's last offer is estimated at \$1,400 per teacher including extended pension benefits.

Poverty Council Asks More Voice In Plans

Some six hundred teenagers and about three hundred adults representing the N.Y.C. Council Against Poverty dominated the Aug. 30 public hearing on the allocation of 70 million under Title I—of the Elementary and Secondary Education Act. The group was urging increase of the \$10 million allocation of moneys for decentralized disbursement to \$30 million the Board had specified. In a prepared statement the plea was made for "transfer of decision-making to the community level with community groups and district superintendents sharing in the development and operation of the program."

In a 121 page booklet, the Board last week had proposed a budget for the funds available, largely from Federal sources, for 49 items in 22 categories.

The council, which is recognized as a disbursing agent for other Federal programs is made up of persons selected from disadvantaged neighborhoods. In its presentation it held that too much of the allocation for its discretion was limited to programs already accepted and too little discretion was left to local groups. "We have been consulted about programs which already were wrapped up, about funds which already were committed," they complained.

Fewer School Districts

School districts are getting fewer and bigger. The United States total is now 26,802, down from 217,640 in the past 35 years and 2,421 rural districts no longer have a single school. Pressure to provide a variety of courses, more transportation facilities, need for wider tax base are the cause.

To Keep Informed,
Follow The Leader.

In-Service Courses Schedule Out Soon

An in-service training program for New York City teachers, embracing more than 300 courses in 36 fields of study is being prepared for announcement next week.

Many of the courses have been scheduled in direct response to the suggestions of staff members concerned with meeting the changing needs of the schools in all areas on every level.

In addition, there are courses sponsored jointly by the Board of Education and outside institutions, departments, and agencies which afford teachers unusual opportunities to learn about diverse fields of human endeavor.

Teachers, et al who hold regular licenses and teachers et al who hold substitute licenses whether serving on permanent or per diem assignment may register. A teacher whose license has been rescinded, recalled, cancelled, or terminated may not enroll in an in-service course.

Protest New Principal Title as "Pressured"

The new New York City Board of Education title of "Demonstration School Principal" announced last week immediately drew the threat of legal protest from the Council of Supervisory Associations.

The Council cites the basic merit system provision that principals be drawn from eligible lists. The Board would like to select specially qualified persons to serve in three experimental school districts in East Harlem, the Lower East Side and Brownsville section of Brooklyn.

In an interview Mr. Joseph L. Frennan Jr., the council's president-elect, asserted that the demonstration school principalships were part of a pattern in which the Board of Education and the Superintendent of Schools were yielding to "very small pressure groups." The groups were described as small segments of parents and "self-appointed" community representatives that did not reflect the true interests of the more than one million children in the City's schools.

The council is a federation of 14 organizations of school administrators, including the Association of Assistant Principals.

School Lunch Week

National School Lunch Week has been designated beginning Oct. 8 by President Johnson.

Seminar Opens For New College Faculty

An estimated 130 members of the faculty will attend a three-day seminar for new community college faculty to be held at State University of New York at Albany starting Sept. 6.

The program is sponsored by the university's School of Education and College of Arts and Sciences and by the State University Office of the University Dean for Two Year Colleges. Cooperating in the undertaking are the Fulton Montgomery, Hudson Valley, Rockland, and Sullivan County community colleges. Harold J. Dillon, professor of education at SUNYA, is chairman of the conference planning committee.

Course Qualifies

Nassau Community College's Project Opportunity, a six-week crash program to prepare students from deprived areas of the county for college study, will qualify many of its 75 students to undertake fully matriculated college programs in the fall.

Key Answers—Recent Licence Test

TEACHER—DAY HIGH SCHOOL—MUSIC			
1 (2); 2 (4); 3 (1); 4 (4);	77 (3); 78 (2); 79 (3); 80 (2);		
5 (3); 6 (3); 7 (3); 8 (1);	81 (3); 82 (1); 83 (3); 84 (4);		
9 (3); 10 (1); 11 (3); 12 (4);	85 (1); 86 (4); 87 (1); 88 (2);		
13 (1); 14 (2); 15 (3); 16 (1);	89 (4); 90 (2); 91 (3); 92 (2);		
17 (4); 18 (2); 19 (1); 20 (2);	93 (4); 94 (1); 95 (3); 96 (4);		
21 (3); 22 (2); 23 (4); 24 (2);	97 (2); 98 (4); 99 (4); 100 (4);		
25 (3); 26 (4); 27 (1); 28 (2);	101 (1); 102 (3); 103 (2); 104 (2);		
29 (2); 30 (4); 31 (1); 32 (3);	105 (1); 106 (2); 107 (2); 108 (3);		
33 (1); 34 (5); 35 (4); 36 (2);	109 (1); 110 (4); 111 (4); 112 (2);		
37 (4); 38 (2); 39 (3); 40 (4);	113 (3); 114 (1); 115 (4); 116 (1);		
41 (1); 42 (2); 43 (1); 44 (4);	117 (2); 118 (4); 119 (3); 120 (1);		
45 (1); 46 (3); 47 (3); 48 (1);	121 (1); 122 (3); 123 (4); 124 (2);		
49 (2); 50 (4); 51 (4); 52 (2);	125 (3); 126 (4); 127 (1); 128 (3);		
53 (3); 54 (4); 55 (1); 56 (3);	129 (3); 130 (4); 131 (4); 132 (1);		
57 (2); 58 (1); 59 (3); 60 (4);	133 (1); 134 (3); 135 (3); 136 (2);		
61 (1); 62 (1); 63 (2); 64 (2);	137 (4); 138 (4); 139 (2); 140 (4);		
65 (3); 66 (2); 67 (3); 68 (1);	141 (3); 142 (4); 143 (1); 144 (4);		
69 (1); 70 (4); 71 (2); 72 (3);	145 (3); 146 (2); 147 (4); 148 (3);		
73 (2); 74 (4); 75 (1); 76 (1);	149 (2); 150 (1).		

Exams Set To Fill Vacancies In Critical Areas Of System

The semi-annual listing of tests to be given by the New York City Board of Education in the fall and winter months was virtually complete last month. Filing for many licenses will close this month, including the titles for Guidance Counselor, Laboratory Assistant, CRMD, Deaf and Hard of Hearing, Director and Assistant Director of English and Social Studies and others. Filing for Home Economics license in Junior High Schools has closed.

A complete listing of examinations to be given in the fall is presented below:

	Applications	
	Open	Close
Day High Schools		
Accounting and Business Practice, Chairman	11- 1-67	4- 8-68
Industrial Arts	6- 9-67	9-20-67
Laboratory Assistant (Bio. & Gen. Science)	6- 8-67	9-20-67
Laboratory Assistant (Phy. Sci. & Gen. Sci.)	6- 8-67	9-20-67
Related Technical Subjects (Mechanical, Structural and Electrical) Chairman	11- 1-67	4- 8-68
Related Technical Subjects (Bio and Chem.) Chairman	11- 1-67	4- 8-68
Social Studies, Chairman	1- 2-68	3-25-68
Speech, Chairman	9-21-67	1-25-68
Speech	6-13-67	10- 9-67
Stenography and Typewriting, Chairman	11- 1-67	4- 8-68
Junior High Schools		
Applications		
	Open	Close
Assistant to Principal	2- 1-67	11-15-67
English	6-28-68	10-23-67
Fine Arts	6-28-68	10-23-67
French	6-28-67	10- 9-67
General Science	6- 9-67	9-20-67
Health Education	6-27-67	10- 9-67
Home Economics (women)	6- 7-67	9- 1-67
Industrial Arts	6- 9-67	9-20-67
Laboratory Assistant	6- 8-67	9-20-67
Mathematics	6- 9-67	9-20-67
Music	6-21-67	10- 9-67
Orchestral Music	6-21-67	10- 9-67
Social Studies	6-12-67	10-30-67
Spanish	6-28-67	10- 9-67
Elementary Schools		
Applications		
	Open	Close
Common Branches	9- 1-67	10-16-67
Early Childhood	9- 1-67	10-16-67
Library	6-13-67	10- 9-67
Special Services		
Applications		
	Open	Close
Classes for Children with Retarded		
Mental Development	6- 5-67	9-20-67
Deaf and Hard of Hearing	6- 5-67	9-20-67
Guidance Counselor in Elementary Schools	3-16-67	9-15-67
Guidance Counselor in Junior High Schools	3-16-67	9-15-67
Guidance Counselor in High Schools	6-19-67	9-15-67
Health Conservation Classes	6- 5-67	9-20-67
Homebound Children	6- 5-67	9-20-67
Psychologist-in-Training	6-26-67	10- 9-67
School Psychologist	9-11-67	11-10-67
School Psychologist	6-26-67	10- 9-67
School Social Worker	6-20-67	10-23-67
Others		
Applications		
	Open	Close
Director of Bureau for Children with Retarded Mental Development	10- 1-67	1- 8-68
Director of Bureau for the Education of Visually Handicapped	10- 1-67	1- 8-68
Assistant Director of Attendance		No dates
Supervisor of Education of the Visually Handicapped		No dates
Assistant Director of Business Education	6-19-67	10- 9-67
Assistant Director of English	4- 4-67	9-18-67
Assistant Director of Social Studies	3- 1-67	9-26-67
Director of English	4- 4-67	9-29-67
Director of Educational Staff Recruitment	9-18-67	3- 4-68
Director of Social Studies	3- 1-67	9-18-67
Laboratory Technician (Secondary Schools)	6- 8-67	9-20-67
Supervisor of Art	9-25-67	2-14-68
Supervisor of Music	11- 5-67	4- 8-68
Supervisor of Program Prod.—Inst. Radio	9-13-67	1-25-68
Supervisor of Program Prod.—Inst. Television	9-13-67	1-25-68
Swimming (Playgrounds)	9-11-67	12- 4-67

Eligible Lists

SUPPLEMENTS TO ELIGIBLE LISTS DAY HIGH SCHOOLS
Vera G. Matto, Tr. of English, 75.90.

SUPPLEMENTS TO ELIGIBLE LISTS
Seymour I. Friedman, School Psychologist-in-Training, 55.35.

SUPPLEMENTS TO ELIGIBLE LISTS DAY ELEMENTARY SCHOOLS

SOCIETY DANCE

The Society of Construction Superintendents and Affiliates will hold a get together dance at the Officers Club, Governor's Island, Saturday night, Sept. 30th. Cocktails will be served at 7:30. Free ferry service is provided.

UNIVERSITY

TEACHER EXCHANGE

Food Service Administrator to teach students, eventually manage food service in schools, hospital, etc. \$7,000-12,000. Write: B. Klare Sommers, Dean of Faculty, State University Agriculture & Technical College, Delhi, N. Y.

TEACHER EXCHANGE

Mathematics, Julia Richman H.S., MO 3-0335.

Grades 3, 4, 5, CRMD, cluster teachers, Sept. full term, P37X, MO 9-5044.

Saint Rose Offers Varied Fall Program

The fall session at The College of Saint Rose will offer graduate as well as undergraduate courses in a variety of fields: art, biology, education, English, French, history and political science, mathematics, music and philosophy.

Fully accredited, the fall session is open to men and women. Registration will be held in Albertus Magnus Science Hall, 432 Western Avenue. Registration for undergraduate Saturday classes, which begin September 16, will be conducted from 4:00 to 5:30 p.m. on Sept. 14 and 15.

Graduate Division registration will be held Sept. 7 and 8 from 4:00 to 5:30 p.m. and on Sept. 9 from 9:00 to 11:30 a.m. Graduate classes begin Sept. 13.

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Division of Continuing Education & Extension Services
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- Building Your Vocabulary
- Improved Your Reading Ability
- Speed Reading
- Accounting for Non-Accountants
- American English Grammar and Usage
- Multiple Dwelling Law Applications for City Inspectors
- Arithmetic Needed for Charities, Graphs and Tables
- Basic Statistics
- Management Analysis-Organizational and Systems Planning
- Developing Supervisory Skills in Administration
- Understanding the Peoples of New York City
- Understanding Budget Practices
- Conversational Spanish
- Intermediate Conversational Spanish
- Continuing Studies in Spanish
- General Engineering

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\$25 Per Engineering Course

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VETERAN'S COUNSELOR

(Continued from Page 6)
aggravated in line of duty while on active service during certain war-time periods. In specific cases, children of a veteran who died as a result of injury or disease in peace-time service are now eligible. Under certain conditions, the age limit may be extended. Assistance is provided for 36 months for full-time study, and its equivalent for part-time study. These benefits may now be received in conjunction with any New York State Regents Scholarship.

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FOR COMPLETE information concerning educational benefits for veterans, servicemen, and their families, be sure to visit your local office of the New York State Division of Veterans' Affairs or Veterans' Service Agency.

U.S. Government Illustrator Jobs

The United States Civil Service Commission has announced that there are many positions available with the United States Government in the Washington, D.C. area and a few in other parts of the country for illustrators. Starting salaries for these jobs are \$5,331 per year. Maximum salaries are \$10,927.

There is no examination for these positions. Applicants will be rated on experience, training and work samples.

For further information write to the Interagency Board of U.S. Civil Service Examiners, U.S. Civil Service Commission, 220 East 42nd Street, New York City and as for Announcement WA-7-36.

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U.S. Service News Items

By JAMES F. O'HANLON

The House Post Office and Civil Service Compensation subcommittee last week approved Federal pay raises of 6 percent for postal employees and 4.5 percent for classified Federal workers.

The new bill specifies that full comparability will be reached automatically for all classified Federal employees by 1969. A 1968 pay bill will close the comparability gap by one-half according to the legislation voted out of committee under the leadership of Rep. Morris K. Udall of Arizona, the subcommittee's chairman.

The bill also allows that postal employees will receive a percent pay increase in 1968.

In addition, the salary level grades in the postal service will be extended from the present twenty grades to 21. The new levels would allow all postal workers to be raised one pay level before the Oct. 1 effective date as is called for in the legislation.

Udall asked the Administration to pass the bill although its cost would be about \$73 million more than President Johnson stated he would be willing to spend this year on Federal

pay raises.

President Johnson has stated recently that "the 4.5 percent pay bill which I submitted in April is fair and just for Federal personnel. We must hold that line—and we must hold that line in the pay bill."

As it stands now consideration by the full House Post Office and Civil Service Pay committee will not take place for at least two weeks. The Senate can take no action until the House has taken a final vote on a Federal pay bill.

NOTICE OF NAMES OF PERSONS APPEARING AS OWNERS OF CERTAIN UNCLAIMED PROPERTY Held by THE MUNICIPAL CREDIT UNION OF THE CITY OF NEW YORK

The persons whose names and last known addresses are set forth below, appear from the records of the above-named banking organization to be entitled to unclaimed property in amounts of twenty-five dollars or more.

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| ALBERTA COLBERT | 333 Southern Blvd., Bronx |
| HAROLD F. COLLINSON | 225 W. 71 St., N. Y., N. Y. |
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| HARRY EDER | 2146 Barnes Ave., Bronx |
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Board Appointee

Martin Greene of the Bronx, an attorney and specialist in labor relations, has been renamed by Governor Rockefeller, subject to Senate confirmation, as a member of the State Labor Relations Board.

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For further information write to the Interagency Board of Civil Service Examiners, U.S. Civil Service Commission, 220 East 42nd Street, New York City and ask for examination announcement WA-7-24.

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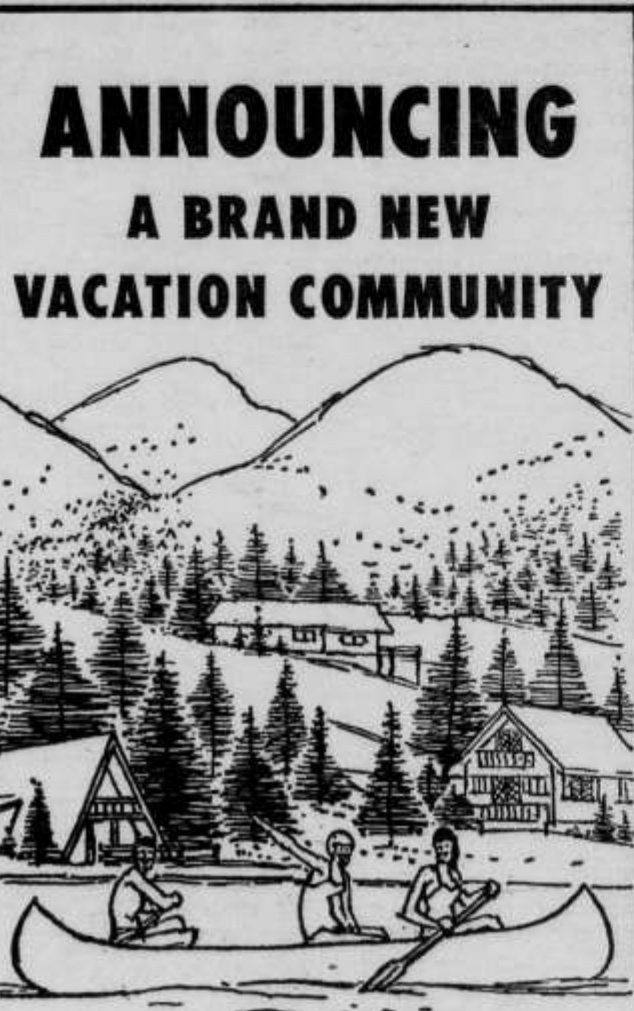
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CSEA STATEWIDE OFFICER CANDIDATES

(Continued from Page 3)

this the Administrator is ineffective.

Knowing the vast amount of problems that exist among our employees today he anxiously awaits the opportunity to assist where needed.

Art has been a member of the New York State Association of County Clerks and is presently a member of the New York State Association of Clerks of Family Court. He has been appointed to the Hospitality Committee and the Committee on Publications. He has served as Political Chairman for six years in the Town in which he resides.

Art and his wife, Kitty live at 6181 Kasson Road, Syracuse. They have one son, who is married and are proud grandparents of a four-months-old boy.

HAZEL G. ABRAMS Candidate For Third Vice President

Hazel Abrams has served the Association on the Board of Directors as Education representative and as Capital District Conference President. She was chairman of the Nominating Committee (1959); a member of the Directors Committee; the Memorial



Plaque; Charter; Grievance; Legislative; Special Committee on Group Life Insurance; the study of the Governor's Reorganization Plan, and the sponsorship of the Cooperative Housing for employees.

A native of Albany County, Hazel joined the Education Department in 1927 where she presently works in the Division of Business Management and Personnel.

She became interested in CSEA during the battle to pass the Feld-Hamilton Law. Active in her chapter, she served as delegate, vice-president and three years as president.

Appointed to the Department Merit Award Committee in 1955, Hazel has been secretary from 1956-1966 and is still active on the committee.

The Capital District Conference prospered under Hazel's three years as president, preceded by two years as treasurer. As president, she organized two seminars for all employees on Public Relations and Leadership which opened new avenues of understanding between civil service employees and the public. She has given unselfishly of her time to sponsor special low-cost travel tours for fellow members.

Her record as State secretary for three terms indicates her capability to seek election as the third

vice-president and continue her efforts for the Association in the new program of collective bargaining.

Hazel presently is consultant to the State social committee, the memorial plaque and the special committee on the reallocation of clerical and office workers.

RANDOLPH V. JACOBS Candidate For Third Vice President

Randolph V. ("Randy") Jacobs, candidate for third vice-president of the Civil Service Employees Assn., is well known for the programs he has successfully sponsored for protection of the members and for the welfare of retirees. Employed by the State Insurance Fund, New York City, he is currently in his second term as president of the chapter in that agency. The chapter, as one of its main objectives, now sparks a drive to make the 1/60th Retirement Law retroactive to 1936, thus guaranteeing half-pay to all retirees.



Appointed chairman of the State-wide Grievance Committee in 1961, Jacobs has been a member of the CSEA Board of Directors since that date. During his 6-year tenure as chairman (1961-66) major achievements of the Grievance Committee included: (1) a mandated grievance procedure for political subdivisions; (2) a time limit on grievances presented to the Grievance Appeals Board; (3) full legal representation by the CSEA at no cost to the member in grievances and disciplinary procedures.

Jacobs was elected president of the Metropolitan Conference in 1966, and serves as a member of the Special Merit Committee, Special Memorial Plaque Committee and the Special Credentials Committee.

Prominent in Episcopal Church activities, Jacobs for 13 years was a Vestryman of St. Philip's Church, Manhattan, largest Episcopal congregation in the United States. Jacobs was appointed this year as Special Consultant to the Rector and is now assisting in raising \$1,500,000 to erect a new Parish Community House for youth on a non-sectarian basis in the Harlem area.

Jacobs is also president of the Parish Credit Union; and is vice-president of the Metropolitan District of the New York State Credit Union League.

FELICE AMODIO Candidate For Fourth Vice President

Felice Amodio was born in Middletown, New York on May 30, 1929. He has resided in Mid-

dletown all of his life. He attended Middletown High School and Orange County Community College.

Amodio entered State service at the Middletown State Hospital



on August 16, 1947. He was appointed staff attendant on December, 1954. He presently is assigned to an Intensive Therapy Unit.

Amodio has served as chapter president of the Middletown State Hospital unit, CSEA, for eight years. He has served in various offices and committees of the Southern Conference. He is presently chairman of the Special Mental Hygiene Attendants Committee. He is also presently a member of the State CSEA Grievance Committee of which he has been a member for two years. Also Amodio is presently a member of the special Mental Hygiene Committee.

Amodio has served in an advisory capacity to three State legislators on civil service affairs. Amodio was instrumental in acquiring the preferred sponsorship for his chapter for a \$1,360,000 housing development for which negotiations are still incomplete, within the urban renewal area of the City of Middletown.

Amodio recently completed serving two years on the Board of Deacons of his church. He has been approached on various occasions to seek election to the Common Council of the City of Middletown. His keen interest in the affairs of government are readily apparent in discussions with him.

The increase of membership in his chapter along with the chapter's participation on many important issues are testimony of his leadership.

Amodio is married to the former Kathleen Keyser of Grafton, W. Va. He is the father of three children.

CLAUDE E. ROWELL Candidate For Fourth Vice President

Claude E. Rowell, candidate for the office of fourth vice president of CSEA, has long been active in the organization. He was fifth vice president four years and fourth vice president two years of the State organization.

He also has been past vice president, past president of Western Conference; past president of Rochester State Hospital chapter and delegate for many years.

Conference committees include: chairman, Constitution and By-Laws; Special Insurance; Special Citation; Auditing; Social; Membership and Parliamentarian as well as vice-chairman of Legislative Contact Committee.

State wide committees include: Special Region Conference; Social; Plaque; member of Board of Directors, eight years; Personnel Screening Board; Special Attendance Rules, six years as Consultant; Grievance Committee; four years as consultant; Special Committee Reallocation Office and Clerical Workers, four years as consultant; Directors Committee; Education; chairman of Overtime Committee two years. Has appeared before the State Republican Platform Committee to effect needed legislation for the State employees. He has been honored



three times as a chapter member contributing outstanding services to his chapter; awarded "Citation of Merit and a Special Award" by the Western Conference as well as a "Special Award" by the County Workshop, for time and interest devoted to the welfare and advancement of the County groups.

Instrumental in re-establishment of tax-free maintenance suit against Internal Revenue for State employees so affected, 1965.

Other activities include; member of South Presbyterian Church, treasurer of building fund for three years; member of Webster Lodge No 538, F. & A.M.; member and Associate Patron Webster Chapter O.E.S. No. 171; member of Rochester State Hospital Chaplains Advisory committee and general chairman of Protestant Chapel and Jewish Synagogue building fund; member of Mental Hygiene Employees Association; treasurer of 14th Ward Republican County and Ward committee; other community affairs.

He has constantly advocated better public relations between State, City and County employees and the public, so that they may know our problems and our services rendered to them.

His record of proven interest and experience show proof of continued work and achievement in behalf of all Civil Service Employees.

A. SAMUEL NOTARO Candidate For Fifth Vice President

A. Samuel Notaro, candidate for 5th Vice-President is Buffalo born and educated. Married and the father of three children, he is a World War II veteran of the United States Marine Corps, Air Group. Prior to extensive State service, he was a commercial pilot and owner of Buffalo Air-Park, Inc., a commercial airport and flight school engaged in the training of military pilots for World War II. Since entering State service he has been with the Office of General Services, the State Liquor Authority and

currently with the Workmen's Compensation Board. His activities in CSEA are:

Past president of Buffalo chapter, 1965; past vice-president of Buffalo chapter, 1964; chairman 1967-68 Nominating Committee



Buffalo chapter; chairman Traffic and Parking Committee Buffalo chapter; chairman Grievance Committee Buffalo chapter; member Reception Committee State-wide Meeting in Buffalo; member Western Conference Special Committee to Review Dues; and member Western Conference Education Committee.

His other community activities include the following:

Membership in Civil Air Patrol, Airport Owners Association, Aero Club of Buffalo, Chamber of Commerce, New York State Workmen's Compensation Board, Education Committee, New York State Federal Credit Union.

He is past president and present vice-president Linwood Avenue Taxpayer's Assn., and member and chairman Membership Committee Elmwood Business Assn. and a member of the Niagara Thruway Beautification Committee, Cerebral Palsy Assn., New Cathedral Blood Bank Program, P.T.A. Assn. and first vice president Uncle Sams Club.

On December 31, 1967, Sam Notaro will be completing his term of office as member of the Erie County Board of Supervisors, representing the City of Buffalo.

In view of his experiences as a State employee, a CSEA officer and as a public official, Sam feels strongly that CSEA is the only organization to represent all public employees in the forthcoming Public Employees Fair Employment Act of 1967, also known as the Taylor Law that will have become effective September 1. He also urges preferential recognition of the lower grades in future CSEA wage increase demands.

The Niagara Frontier and Western New York area with a population of approximately 2½ million, warrants representation on the Statewide list of officers. He requests your serious consideration of his candidacy for the forthcoming election.

RICHARD TARMEY Candidate For Fifth Vice President

Richard A. Tarmey, a native of Amsterdam, New York, is a graduate of Siena College, Loudonville. He has been employed as the Resource Consultant in the Montgomery County Department of Social Services for the past 18 years. He served as chairman of the 1st Ward's Charter Committee

(Continued on Page 16)

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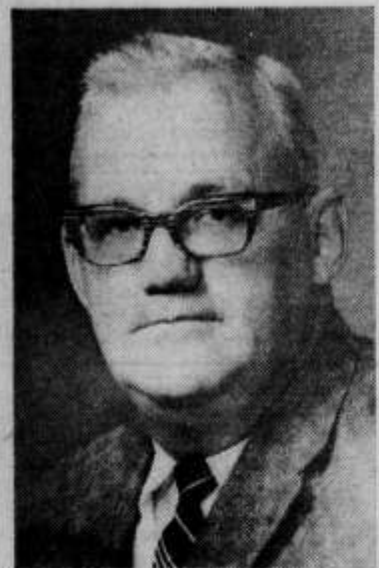
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CSEA STATEWIDE OFFICER CANDIDATES

(Continued from Page 14)

end as chairman of the Special Committee on County Problems.

As a member of the Montgomery County chapter he served six years as president and for the past several years has served as



the Chapter Representative on the County Executive Committee.

He has been active in community life having served as chairman of the Board of Trustees of School District No. 11, Town of Amsterdam; as chairman of the Montgomery County CYO Advisory Board and is presently serving in his second term as Grand Knight of Council No. 208, Knights of Columbus in Amsterdam, N.Y.

Tarmey is married to the former Edith Hartnoll and is the father of two daughters and resides at 140 Sunset Road, Amsterdam, New York.

CLARA BOONE

Candidate For Secretary

Clara Boone has served the Employees Association on the Board of Directors, and is president of Central New York Conference (second term).

She is a member of the Director's Committee; the Memorial Plaque; Public Relations; Special Committee to Study Need of Dues



Adjustment; and Credentials Committee. She is past president of Utica chapter (7 terms). Her past records on the local chapter and conference level speak for her. More recently, she took an active part in the Office-Clerical Reallocation appeal.

A native Utican, Clara entered State Service in 1951 at the Division of Employment, Utica, New York; also worked at the Utica office Division of Veterans Affairs; and in 1964 transferred to the Department of State, Division of Licensing Services, Utica, New York.

She is a graduate of the Utica Free Academy and the Utica School of Commerce where she majored in Secretarial Training and Office Practices.

Among some of her community activities have been: A member of the Y.W.C.A. since 1931, serving six years as member of the Board, teen-age program advisor for five years, delegate to three National Conventions; and member-at-large for industrial workers in the Utica area. For six years Mrs. Boone served on the United Fund Drive.

Having a vital interest in education, she served the New York State Congress of Parents & Teachers as both committee member and officer on the individual school level, District Board of Directors; and Assistant Director for the City of Utica's 21 PTA units. She has been active in Girl Scouts and Cub Scouts; served as president, secretary and treasurer in four Utica Women's Bowling Associations.

DELORAS FUSSELL

Candidate For Secretary

Deloras G. Fussell, Albany, is Secretarial Assistant to the Board of Regents of The University of the State of New York. She joined CSEA in 1937 when entering



State service with the Education Department. She is vice-president of this 1,500-member chapter, and has served continuously as an officer, Executive Council member, chairman of committees, and is the elected Delegate to the State meetings and to the Capital District Conference.

Miss Fussell is past president of the Capital District Conference, and also served 4 years as its secretary and vice president respectively. As Conference president, she was a member of the Board of Directors and served on such committees as Education, Charter, Directors' Committee, Leader Negotiations, Memorial Plaque (chairman), Special Committee to Reconstitute the Board of Directors (chairman), and is a member of the Legislative Committee.

Miss Fussell is past president of the National Secretaries Association, International (Albany Chapter). She was chosen "Secretary of the Year" for Albany and achieved distinction for the Chapter by becoming the runner-up in the New York State finals. She was selected from various State Department candidates by Governor Averell Harriman to be one of his two personal secretaries for two years. She holds the highest earned award in Girl Scouting, and also served as a leader and

troop committee chairman. Many summers were spent as a camp counselor in youth camps.

Deloras Fussell has traveled extensively throughout the world and is a well-known CSEA tour leader. She has just returned from conducting a tour to Russia and the Eastern European Countries.

Her experience as a leader, working with people and in public relations and her constant and sincere loyalty over the years to CSEA enables her to make a worthwhile contribution to the Association as its Secretary.

DOROTHY MACTAVISH

Candidate For Secretary

Mrs. MacTavish is a principal stenographer (Law) with the New York State Court of Claims in Albany.

She is no newcomer to CSEA circles. Many of the members will



remember her from the years (from 1950 to 1961) when she was employed as senior stenographer at CSEA Headquarters. During this entire 10-year period, she was assigned to several Statewide committees—namely, the County Executive Committee, the Statewide Membership Committee, the Resolutions Committee, and others—to take the minutes of their meetings and do other secretarial work. It was in this phase of her employment there that she made the acquaintance of hundreds of members throughout the State.

She is now very active in CSEA affairs, and is presently corresponding secretary of the Capital District Conference and serves on several committees, both Statewide and local. She is a past president and vice-president of the Executive chapter, CSEA, and is currently the elected delegate of the Court of Claims chapter.

A native of Amsterdam, New York, she has lived and worked in the Albany area for the past 20 years. After leaving CSEA Headquarters, she was employed for five years in the office of Lieutenant Governor Malcolm Wilson as Secretary to the State Commission on the Capital City. She is an active member and committee chairman of the National Secretaries Association, Albany Chapter. She resides at 12 Katherine Road, Albany. Her husband is connected with the General Aniline & Film Corporation, and they have a son who is a high school music teacher in Connecticut, and a daughter who is a secretary in Boston.

If elected, Mrs. MacTavish plans to put her secretarial abilities and experience to work for CSEA in the most diligent manner possible.

JOHN J. HENNESSEY

Candidate For Treasurer

Jack Hennessey has served as CSEA State Treasurer for the past four years. He was the president of the Buffalo chapter for four years and served as an officer of the Western Conference for four years. He has been chair-



man of several committees and very active on all committees in the chapter, Western Conference and the State. He has worked vigorously to obtain benefits designed to secure equal treatment for all civil service employees.

John is 41 years old and like many other men his age has seen military service. He served approximately three years in the U.S. Army, most of which was in the European Theatre.

Upon his return from service, he proceeded to get an education by attending the University of Buffalo and worked for the New York State Department of Public Works where he holds the title of Assistant Civil Engineer.

It should be mentioned that John's earlier career included the job of theatre manager of the Loew Chain. He is the past president of the Buffalo chapter of the New York State Association of Highway Engineers and served as the assistant treasurer for the State Board of Directors for this Association. In the past six years he has been very active in the Civil Service Travel Club.

Hennessey is the treasurer of a local Rifle and Pistol Club, instructor of Hunter Safety, past officer in the American Legion, and was very active in recent charitable fund drives.

CSEA Presses

(Continued from Page 1)

with Duryea to discuss and negotiate the proposals.

At the Meadowbrook maintenance facility, CSEA is demanding the following changes:

Position of general parkway foreman, G-14, to supervising park foreman, G-17; reallocation of other general parkway foremen titles, G-14 to G-16; reclassify and reallocate all parkway foremen titles, G-9 to parkway section maintenance foremen, G-12.

Also reclassify and reallocate positions of maintenance man (parks) G-8, to parkway laborer foreman, G-10; reallocate two positions of planting foreman from G-9 to G-12; reclassify and reallocate all other positions of maintenance man (parks), G-8 to parkway maintenance man, G-9; all positions of laborer, G-6, to parkway labor, G-7, and appropriate positions of laborer, G-8, to

LOUIE G. SUNDERHAFT, JR.

Candidate For Treasurer

Louie Sunderhaft Jr. is a native of Utica, New York. He is married to the former Loretta Techmanski and they have three children, Lorraine, Janis and Louie Sunderhaft III.

He is a member and usher at



the Lady of Lourdes Church and a Third Degree Member of the Knights of Columbus.

He is a former director of Central Water Works Association. Former Unit Director of the Boy's Club of Utica, former coach of St. Joseph's CYO Basketball team. He also played some semi-pro football in the Utica area.

He is presently in charge of the Data Processing Department for the City of Utica. He received his Data Processing training at various Univac plants located in Iliion and Washington, D.C. Previous to his present job, he headed the Accounting Department for the Utica Board of Water Supply.

He served with the Naval Transport Service, a branch of the United States Navy.

For the past two years he has been appointed by CSEA President Joseph Feily to the Pension Committee. He has also served as chairman of the Inaugurating Committee for the Utica City Chapter. In addition he has served on the following Committees of the Onelida County Chapter—Salaries, Grievances, Legal and Social.

parkway highway equipment operator, G-8.

Other titles changes are being demanded at each outpost maintenance facility at Babylon, Com-mack, Sunnyside, Duffy Lane, Lake Sussess, and to tolls. They include reclassification and reallocation of the following:

Parkway foremen, G-9 to Parkway section maintenance foreman, G-12; appropriate positions of maintenance man (parks) to G-8, to parkway laborer foreman, G-10; appropriate positions of laborer, G-6, to parkway highway equipment operator, G-8; all other positions of maintenance man (parks) G-8 to parkway maintenance man, G-9, and all positions of laborer, G-6, to parkway laborer, G-7.

Directing the employees' concerted drive for the changes are Irving Flaumenbaum, CSEA's acting second vice president; Louis Colby, the Association's Conservation Dept. representative, Samuel Masllo, parkway foreman and representative of the Long Island Inter-County State Park chapter, and Arthur Grey, CSEA field representative.