

# mta CONTACT

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## Is This Your Stull Year? What Does PAR Mean?

The Peer Assistance and Review (PAR) law applies *only to permanent classroom teachers*. Therefore, the temporary contract teachers, probationary teachers, and all support personnel in our bargaining unit receive specific Stull sheets. And, permanent classroom teachers who are being evaluated this year receive forms which reference PAR. The forms include four categories which may be marked by the administrator as *unsatisfactory* at the end of the year and send the teacher to the PAR program. The *PAR Rules and Procedures* will be distributed soon by the Joint Panel. Here are a few tips for all those being evaluated this year.

- Building Reps are happy and eager to help members complete the forms.
- Any modification in timeline (if the administrator is late giving you the forms) must be mutually agreed upon by the administrator and you.
- The administrator may offer three broad goals. You must use two of the three to develop your objectives. A broad goal is one that is not measurable and is applicable to everyone at the site.
- Those being evaluated must select a minimum of two adjunct duties from a list provided by the immediate administrator. Adjunct duties are non-instructional duties normally performed before or after the Board day.

### Reminder About Meeting Hours

The contract provides for the following meeting hours per school month

- 2 hours within the Board Day
- 3 hours outside the Board Day  
(with one week advance notice in writing)
- And, 4 evenings per year

The meeting hours may be changed by agreement of the Faculty Club Chairperson and the Principal no less than 20 days prior to implementation. In no case shall the meeting hours total more than 5.

The Board day is 7 hours and 15 minutes. The standard Board Day is 8 a.m. to 3:15 p.m. Ask your site administrator for the official Board Day at your site.

The District defines a school month. School months are generally 4 weeks long. The "Staff Development Months" calendar is available through your site principal or at [montebelloteachers.org](http://montebelloteachers.org)

## Are You a Member of The CLB?

The Catastrophic Leave Bank (CLB) was negotiated in order to donate sick days to colleagues with catastrophic illnesses.

- You may donate a maximum of 3 days per year providing the donors own sick days do not fall below 10 days at the time of the donation.
- You may now automatically donate 1 day per year by checking the appropriate box on the form. You are eligible to participate in the CLB during any year in which you donated at least 1 day.
- All decisions regarding the authorization of CLB days to a catastrophically ill member are made by the Catastrophic Leave Bank Committee.
- The deadline to donate days is **November 15**.

## Many Committees Required by Contract

### Staff Inservice Committee

Each site must have a staff elected Inservice Committee. Staff Inservice Committee shall advise and be consulted prior to all site inservice/staff development activities and the selection of all staff development days which are not specified in the Contract.

### Class Size Reduction and Facilities Planning Committee

The principal at each participating site will create a CSR Committee by the 20th working day of the school year. The committee will meet at least 4 times each year. Each committee will include, but not be limited to, the principal, a teacher from each grade level elected by Bargaining Unit members at that site, classified personnel, parents, and support staff.

### Site Safety Committee

The Principal of each site must convene the Site Safety Committee by **September 30**. Each Site Safety Committee shall include the principal or designee, Faculty Club Chairperson or designee, parent, and classified employee. Each Site Safety Committee shall submit its report annually to the District Comprehensive School Safety Committee **by November 1**.