



Contact

Montebello Teachers Association/California Teachers Association • 918 W. Whittier Blvd. Montebello CA • (323) 722-5005 • montebelloteachers.org

Here Is A 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)
- 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 at montebelloteachers.org.



Adult Education Director Filiberto Arizmendi (MOA) and his wife Rachelle attend Assembly Member Ed Chau's birthday celebration.

Keep in Mind Class Size Stipends for Student Overage

Teachers are paid directly for class size overages. The language is as follows:

The Board and the Association believe that the goal of the District is to program a reasonable number of students into each class. Oversize classes are a detriment to learning and should be avoided whenever possible. The purpose of this provision is to ensure the best interest of the education program. The provision should not be used to supplant the employment of Bargaining Unit members. The District and the Association acknowledge that the following provisions should not alter the appropriate staffing for the above class size limits.

The District has twenty days after October 1 to correct class size issues. If the issues are not corrected the formula below will determine payment per semester. The overage must be for a minimum of fifty percent of the semester.

The request should be made on the **Class Size Stipend Request Form** available at your school site or from Human Resources. A Bargaining Unit member will not receive more than \$500 per semester. **Please fill out the Class Size Stipend Request Form completely. You must indicate which semester you are applying for. Please do not leave it blank. This will result in a delay as HR will send it back to get clarification. If you need assistance, you can call ext. 7927.**

Special Education Teachers Meet Directly with Superintendents

The District shall attempt to maintain reasonable class size in each special education setting. If at any time a special education classroom teacher believes the class size is excessive, a meeting with the Superintendent or designee may be requested. All requests shall be honored. The Superintendent or designee shall respond within ten days and meet as soon as possible. The Bargaining Unit member shall be entitled to Association representation in the meeting.

Stipends for Students Overage					
Grades	# of Students Over	Day/Period	Average	Payment	Duration
K-5	1.0-3.0	day	no	\$300	50%
K-5	more than 3.0	day	no	\$500	50%
6-8	1.0-3.0	period	no	\$300	50%
6-8	more than 3.0	period	no	\$500	50%
6-8	1.0 or more	1/3 of day	no	\$300	50%
9-12	1.0-3.0	period	no more than 1 over average	\$300	50%
9-12	more than 3.0	period	no more than 1 over average	\$500	50%
9-12	1.0 or more	day	more than 1 class over average	\$300	50%

Over, please...

**MONTEBELLO UNIFIED SCHOOL DISTRICT
CERTIFICATED PAYROLL**

REQUEST TO DONATE SICK LEAVE

To be completed by donating employees

_____ Bargaining Unit Member

_____ Administration

Name: _____ SS# _____

Address: _____

Telephone: _____ Site _____ Extension _____

REQUEST TO DONATE SICK LEAVE

To be completed by donating employees

I am donating _____ days to the Catastrophic leave bank for Certificated Employees of the Montebello Unified School District from my available sick leave for the 2014-2015 school year in accordance with Article XVI, Section 3b of the MUSD/MTA contract. I understand that I may donate a maximum of three (3) days of accrued sick leave, subject to the further conditions and restrictions provided for Article XVI in sections 3b and 3c.

Participation in the Catastrophic Leave Bank is completely voluntary on the part of both donors and applicants. A deposit to the Catastrophic Leave Bank shall be a general donation and shall not be donated to a specific individual for his/her exclusive use. In order to participate in the Catastrophic Leave Bank, the unit member must first waive any and all claims against the District and/or the Association arising from administration of the Catastrophic Leave Bank by signing a waiver and release, which reads as follows:

As a requirement of, and as consideration for my participation in the Catastrophic Leave Bank created by Article XVI of the collective bargaining agreement between the parties, I hereby waive and release any and all claims I may now have, or may have in the future, known or unknown, against the Montebello Unified School District, and/or the Montebello Teachers Association in connection with the administration of the Catastrophic Leave Bank.

_____ I wish to donate one (1) day annually to the CLB.
(Please contact Payroll Supervisor if you wish to discontinue donation)

Signature

Date

Confirmation of Transfer of Sick Leave

_____ Sick Leave available

_____ Sick days transferred to Catastrophic Leave Bank

_____ Days remaining

Signature

Date