

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

**Archived Issues Available at [MontebelloTeachers.org](http://MontebelloTeachers.org)**

## Labor representatives Meet with District & Discuss the New Year



Clockwise from bottom left:

Adela Gonzalez, John Nieto, Kaivan Yuen, Horacio Perez, Marisol Rivera, Doug Patzkowski, Jessica Zwaal, Adriana Rodriguez, Aura Rodriguez, Kathy Schlotz, David Navar, Alma Orta, Jaime Quintero, Elizabeth Kocharian, Andy Shinn, Jose Alarcon, Anthony Martinez, Corinne Perez, Scott Mooney, Allison Garland, and Marlene Pitchford.

Superintendent Dr. Anthony Martinez convened a Labor Management Retreat Wednesday, August 14. The newly established District Learning Team plans to continue meeting throughout the year.

The following is the agreed upon purpose:

*The District Learning Team, comprised of representatives of school and district administrators and teacher and union leaders, focuses on listening and learning together primarily to the reflective work of the school sites, to improve teacher effectiveness and student learning. The District Learning Team provides opportunities to model and support a culture of collaboration and is mainly centered around student learning and continuous achievement.*

Leadership for CSEA Chapter 505, the Association of Montebello Administrators, and the Montebello Teachers Association were at the Retreat. District Cabinet members and representatives from Human Resources also attended.

## Board of Education Adopts Vision

*Empowering Students to Achieve Academic Excellence as Model Citizens.*

# Evaluation Procedures Are Available Electronically

Your rights regarding evaluations are described in the Contract (Article XVIII. Evaluation Procedures page 52 and Appendix B pages 67-80). Your rights include the following:

1. Each Bargaining Unit member participating in the Evaluation Procedure shall be provided the appropriate technology to utilize the system in the classroom or assigned work space. This includes the computer and access to the network.
2. Any Bargaining Unit member may opt to participate in the Evaluation Procedure using a paper format (rather than electronic format) through June 30, 2021.
3. If any Bargaining Unit member experiences technological difficulties, after receiving written notice, the District shall respond within two days. If any delay is caused by technology, then the dates for completing the Evaluation shall be extended for the same amount.

Professional Development training on technology and content shall be offered by the District to all Bargaining Unit members being evaluated within the first 20 days of school. Those who choose to participate in training beyond the Board Day will be paid at the additional assignment rate.

## What Are the Evaluation Cycles?

- Probationary Bargaining Unit members are evaluated every year.
- Head Start teachers are evaluated every year.
- Permanent Bargaining Unit members are evaluated every other year.
- Permanent Bargaining Unit members who meet the following criteria are evaluated **every five years**:
  - NCLB Highly Qualified
  - Ten consecutive years Bargaining Unit experience within the District at the time of the completion of the prior Stull Evaluation; and,
  - Not referred to the PAR Program within the past two years.

## Adjunct Duties Are Required In Your Evaluation Year

*Adjunct duties* is a term identified with Stull Bill evaluation requirements. During your Stull Bill year, you are contracted to complete two non-instructional duties which would normally be performed before or after the Board Day. You pick your adjunct duties from a list provided by the site principal. The list would typically include:

Committee Work  
Dance/Athletic Events  
Leadership Camp  
Building Rep for MTA  
PTA Activities  
Special Site Event

Adjunct duties are not required during your non-Stull years.

## Know Your Rights Concerning Work Hours

### 30-Minute Duty-Free Lunch Required by Law



A minimum of thirty minutes duty-free lunch shall be provided each day including rainy day schedule (See Article IV. Section H.) This contractual right is for all Bargaining Unit members. The 30 minutes is included in the Bargaining Unit member's 7 hour & 15 minute or 8 hour day.

No meetings or activities may be scheduled during bargaining unit members' thirty-minute duty-free lunch time. If a meeting is scheduled during lunch and following the thirty-minute duty-free time, that time is considered meeting minutes within the board day.

Contact a Building Rep or the MTA office if you believe the thirty-minute duty-free lunch right and law is being violated.

### Special Schedules for Rainy Days

- TK-5 grade classroom teachers are not responsible for supervision **except on rainy days or in the case of an emergency beyond the control of the site administrator.**
- 6-8 classroom teachers shall not be responsible for supervision except in the case of **an emergency beyond the control of the site administrator.**  
(See Article IV. Section F.3.)

### The Contract Defines Maximum 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](http://montebelloteachers.org).*