

Refresher Course

Study Notes for Sick Leave 101

Bargaining Unit members receive 12 days of sick leave the first day of the school year. (Adult Education Bargaining Unit members receive 1 hour sick leave for each 17 hours of pay expected to be received by June 30.)

Personal Necessity Leave Comes Out of Current Sick Leave

Up to 9 days of current sick leave may be used for personal necessity leave. Submit the District form with one of the following reasons. The reasons for personal necessity leave are:

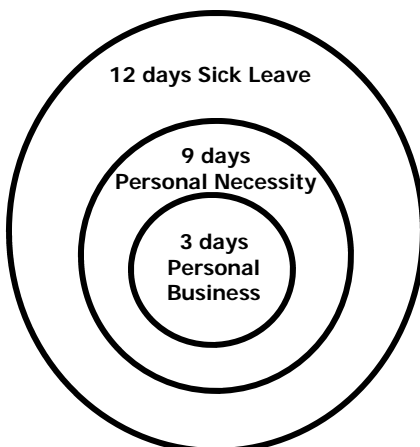
1. witness, defendant, litigant or official government order
2. attendance at funeral
3. obligation required by leadership position or membership in professional organization
4. attendance required to conform with legal procedure or resolve threats to one's personal assets
5. observance of nationally recognized religious holiday
6. post-natal child care leave within 15 days of birth of child

Personal necessity leave in excess of 9 days is allowed for the death, accident, or illness of a member of the immediate family.

Personal Business Leave Comes Out of Personal Necessity Leave Which Comes Out of Current Sick Leave

Up to 3 of 9 personal necessity days can be used for personal business leave.

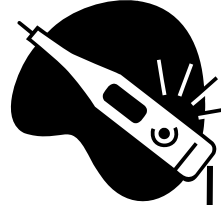
Venn Diagram Depicting Use of Current Sick Leave



Make request by 9 a.m. 2 days in advance of leave (except in emergency).

Complete District Leave Request form. Write the reason for leave "Article XVI, Section J.a.a.7." No other information is required.

Denial or approval of the request must be given to the member by noon following the day of the request.



Tell Me More About My Adjunct Duties

Adjunct duties is a term identified specifically with Stull bill valuation 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 Events
- Office Bulletin Boards

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

Who Gets Stulled?

- TC and Probationary Bargaining Unit members are Stulled every year.
- Permanent Bargaining Unit members are Stulled every other year.
- Permanent Bargaining Unit members who have completed ten consecutive years in the District and have not been referred to PAR in the past two years are Stulled every five years.

Open Enrollment Begins in October this Year

Open enrollment for CalPERS medical insurance is usually in the month of the September. This month the time to switch insurance and make changes is October. Town Hall meeting dates will posted on montbelloteachers.org along with the contribution costs for employees for each plan. As in the past all changes are implemented in January.

Over, please...

Board Candidate Forum



The Montebello Teachers Association

Invites You

*Meet and discuss issues with
Members of the Board of Education
And
Candidates for the Board of Education*

Marcella Calderon

And

David Vela

Thursday, September 15

La Merced Intermediate Library

3:30 to 5 p.m.



Please note: Due to the fact that the candidates are running unopposed, no election will be held for Montebello Unified School District Board of Education November 8, 2011. The MTA Council will consider endorsements Tuesday, September 20, 2011.