

## Classroom Teachers Reimbursed Up To \$200 for Supplies

Classroom teachers will be reimbursed up to \$200 for instructional supplies this school year. [Submit receipts on the MUSD Instructional Supplies Reimbursement Form available at MontebelloTeachers.org.](#) As designated in the MUSD-MTA Contract, classroom teachers are entitled to a \$200 instructional supply reimbursement in both 2016-2017 and 2017-2018.



MTA participates in the Montebello Police Department National Night Out Tuesday, August 2. Shown from left to right: President Lorraine Richards, Rosalva Perez (BVE Retiree), Executive Director Kathy Schlotz, Myrna Lua (BVE) & family, Wendy Ibañez (BVE) & daughter, and Office Manager Alonso Ibañez.

## 20 Day Class Size Count Down Begins 15 Days from the First Day

Beginning fifteen days from the first student day, if class size limitations are exceeded, the administration shall have twenty working days in which to correct the situation by reassigning students, providing additional teachers, or providing an additional instructional aide upon request. **The Bargaining Unit member and the administration may also agree to the class size overage stipend.**

This year the fifteenth day of school is **Thursday, September 8**, thus the 20 day counting begins **Friday, September 9** and concludes **Thursday, October 6**. **Complete the "Class Size Violation Form" on MontebelloTeachers.org on the "Forms" tab. Send the letter to your site principal and copy it to MTA Executive Director Kathy Schlotz.**

If the stipend is not agreed upon by both the Bargaining Unit member and the principal, Bargaining Unit members may initiate the grievance process **October 6**.

## You Are Invited to Site Safety Training Tuesday, September 20

The Association is sponsoring Site Safety Training **Tuesday, September 20** from 5-6:30 p.m. at the MTA CC. A light dinner will be provided. One and a half hours District Salary Credit may be earned.

## Site Safety Committee Must Be Convened by September 30

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**.

## A Teacher Must Be on Discipline Committee

While every teacher has a general duty to maintain custody and control over their students, school districts have the legal responsibility to establish and enforce the discipline policy which circumscribes teachers' supervisory efforts. This means that the Board members and administrators are responsible for general school administration, including enforcement of the school district's discipline policy. (5 Cal. Code Reg. § 35294.)

Additionally, each school must adopt rules and procedures on student discipline. After soliciting the views of parents, teachers, and other interested parties, the rules shall be adopted by a panel consisting of the school principal and a teacher representative. It is the duty of each employee to enforce these rules and procedures. (Ed. Code § 35291, 35291.5)

