



Contact

Montebello Teachers Association/California Teachers Association/National Education Association • 918 W Whittier Blvd Montebello 90640 • (323) 722-5005 • montebelloteachers.org

Are You Considering Salary Schedule Advancement?

Information regarding placement on the salary schedule is available through the Human Resources Office. Information regarding professional development units and district salary credits is available through the Instructional division. The deadline to file a request for a change in the salary schedule classification with the Personnel Office is:

**Traditional - Opening of School and/or January 31
YRE - June 30 and/or December 31**

You Are Protected from Walk-In Conferences

All parent conferences must be scheduled in advance. No parent should appear at a teacher's door and demand a parent conference then and there.

All parental requests for parent conferences shall be honored (K-12). When a conference which is not regularly scheduled is requested by a site administrator, the Bargaining Unit member shall be notified a minimum of one (1) day in advance except in those situations when a delay in the conference will result in great personal hardship to the student and/or parent/guardian. In such cases the site administrator or the administrative designee shall notify the Bargaining Unit member with respect to the reasons for the conference. These emergency requests shall be honored within the Board Day without interrupting instruction unless the Bargaining Unit member has a prior commitment to a District related responsibility or is unable to meet due to illness. (Article IV. Section J.6 page 6)

If a parent comes to your classroom for an immediate parent conference, send the parent to the office or contact the office. If an administrator brings a parent to your classroom for an immediate parent conference contact a Building Rep as soon as possible.

You May Consider Selling Back Sick Days

1. Members may sell back current sick leave for the year at the end of the school year.
2. Members who were first employed by the District subsequent to July 1, 1980 may sell back current sick leave plus 10 additional accrued sick days upon resignation from the District.
3. Payment will be made at the current rate of substitute pay. Requests for the selling back of sick leave must be made at the end of the school year to the payroll office.

MTA Budget Is Set for Approval

The first reading of the MTA budget is Tuesday, May 15. The final reading was set for the Tuesday, June 12 Council meeting. The 2007-2008 budget includes no increase in MTA dues. The MTA portion of the dues is currently \$19 per month. The dues members pay include a Trust Fund contribution, CTA dues, and NEA dues. Contact your Building Rep, the MTA office, or check online at montebelloteachers.org for a copy of the budget and a complete breakdown of the dues. Any questions or concerns should be directed to Treasurer Kathy Reyes (BGI) or Executive Director Kathy Kohn prior to June 12.