



# Contact

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

## CTA Members Only Web Access

CTA has developed a web page for members only. The purpose of the web page is to access information about professional development, training sessions, conferences, scholarships and a host of CTA Member Benefits programs that are available only to you.

Go to CTA.org to log in. Use your membership number for access. You can find your membership number on your CTA membership card and on the label of the CTA magazine *California Educator*.

## BARGAINING UPDATE

Following a day of negotiations, the bargaining team attended Council September 19. Pictured here: Walt Lowery (MAI), Marcia Ugalde (FPA), Clarissa Banda (SHS). The team is negotiating the Article XII. Wages.



## Open Enrollment for Flexible Spending Benefit Is through November 15

The District offers a flexible benefit plan for members who want to spend pretax dollars on specific expenses. Flexible benefits started when Congress passed Section 125 of the Internal Revenue Code in 1978. Section 125 allows certain qualified benefits, estimated for a given year, to be deducted directly from an employee paycheck. These deductions are taken before taxes, therefore, reducing taxable benefits. The District contracts with Sheakley to administer the benefit. Employees may utilize up to \$3000 for medical expenses and \$5000 for child-care per calendar year. Open enrollment for this benefit is through November 15.

For more information on flexible spending contact Risk Management at extension 2302. You may also go to the Sheakley web site: [www.sheakley.com](http://www.sheakley.com).

## When Am I Required To Be On Campus?

The Board Day for each site is 7 hours and 15 minutes. Within the confines of the Board Day, the remaining minutes beyond instructional minutes, are interpreted as preparation time. The time within the Board Day and outside of instructional minutes is called the *Professional Day*. (Article IV. Section F.1.)

K-12 teachers are required to be on the school site 7 minutes prior to the start of their first class. All other preparation time need not occur at the school site providing the site administrator (or designee) has not scheduled a meeting. ***This includes short days at sites where site specific waivers have been authorized for banking minutes.***

### Also of note

Teachers may be required to be in meetings no more than 2 hours within the Board Day and 3 hours outside the Board Day per school month. Meetings outside the Board Day require one week written notice from the administrator. ***These hours may be amended by an agreement of the Faculty Club Chairperson and the site principal. The total may not be more than 5 per school month.***

Friday afternoons or afternoons of the day prior to a holiday, recess, or the day of a required evening meeting are to be kept free from professional meetings in the district. (Article IV. Section G.1.) A minimum of 30 minutes duty-free lunch shall be provided each day including rainy days. (Article IV. Section H.)

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