



CalPERS filmed a movie at the MTA office! The movie highlights the “Montebello Story” by reporting the transition to purchasing health insurance through CalPERS. The finished product will be viewed by CalPERS employees in order to demonstrate the effect their work has on people’s lives.

Revenue & Expense Open Hearing

Revenue and Expense Committee Chairperson Lorraine Richards (MHS) will conduct the Revenue and Expense Open Hearing **Tuesday, February 15** at 3:30 p.m. The hearing will take place at the Council meeting at La Merced Intermediate School in the library.

Teachers Supervise Classroom Volunteers

Teachers often request parent volunteers in their classrooms. It is the decision of the teacher whether or not parent volunteers fit the instructional program. Additionally teachers decide how and when to utilize volunteer requests. Education Code 51101 states that parents may:

*...volunteer their time and resources for the improvement of school facilities and school programs under the supervision of district employees, including, but not limited to, **providing assistance in the classroom with the approval, and under the direct supervision, of the teacher.** Although volunteer parents may assist with instruction, primary instructional responsibility shall remain with the teacher.*

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.***

Information Regarding Meetings

Bargaining Unit members may be required to be in meetings no more than 2 hours within the Board Day and 3 hours outside the Board Day per staff development month (to see a list of staff development months, [click here](#)). 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.)

Tuesdays Are Reserved for MTA Meetings

The Association schedules meetings on Tuesdays. The District has agreed not to schedule meetings Tuesdays in order to allow Bargaining Unit members to participate in union activities (Article XX. Section J.) The contract states: *School site administrators are encouraged to schedule in-service activities on work days other than Tuesdays.*