

Review the Committees that Are Required by Contract

Staff Inservice Committee

Each site must have a staff elected In-service Committee. Staff Inservice Committee shall advise and be consulted prior to all site inservice/staff development activities and the selection of all staff development days which are not specified in the Contract.

Site Safety Committee

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**.

Bargaining Teams Gets Started August 31

Bargaining chairperson David Navar (WGE) reports that his team is eager to begin negotiations. Team members have been trained during the summer. The team will meet Monday, August 31 and meet the District Wednesday, September 2. David will make a progress report at Council Tuesday, September 15.



Site Safety Chairperson Has Access to Work Order System—School Dude

Beginning this year, the Site Safety Committee Chairperson will have access to the electronic work order system *School Dude*. The Chairperson can monitor the progress of site work orders as well as place work orders in the system. A training on how to utilize the system will be offered **Tuesday, September 29** at the MTA CC beginning at 3:30 p.m. If you are unsure whether or not your site has a Site Safety Committee Chairperson, contact the MTA office.

You May Opt to Take Part in the MUSD-MTA Evaluation Pilot

Probationary and Permanent Bargaining Unit members are eligible to take part in the second year of the Employee Evaluation Pilot. The pilot takes the place of the regular Stull Bill process. The pilot is entirely electronically based. For more information contact Jill Rojas at extension 7914 or Rojas_Jill@montebello.k12.ca.us.



Aura Rodriguez (MPE) and Cathie Reed (JGE) participate in the Health Benefits Fair at Montebello High School Friday, August 21.

MTA distributed information on 2016 health insurance contributions. Open enrollment is from September 14 through October 9.

What Are the Evaluation Cycles?

- Probationary Bargaining Unit members are evaluated every year.
- Head Start teachers are evaluated every year.
- Permanent Bargaining Unit members are evaluated every other year.
- Permanent Bargaining Unit members who meet the following criteria are evaluated **every five years**:
 - ◆ NCLB Highly Qualified
 - ◆ Ten consecutive years Bargaining Unit experience within the District at the time of the completion of the prior evaluation; and,
 - ◆ Not referred to the PAR Program within the past two years.

Adjunct duties is a term identified specifically with Stull bill evaluation requirements. During your evaluation 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. Adjunct duties are not required during your non-Stull years.

The Evaluation Pilot is currently on the table in negotiations between the Association and the District. More information regarding the 2016-2017 evaluation system will be available upon contract ratification.



Class Size Stipends for Student Overage

Teachers are paid directly for class size overages. The language is as follows:

The Board and the Association believe that the goal of the District is to program a reasonable number of students into each class. Oversize classes are a detriment to learning and should be avoided whenever possible. The purpose of this provision is to ensure the best interest of the education program. The provision should not be used to supplant the employment of Bargaining Unit members. The District and the Association acknowledge that the following provisions should not alter the appropriate staffing for the above class size limits.

The District has twenty days after October 1 to correct class size issues. If the issues are not corrected the following formula will determine payment per semester. The overage must be for a minimum of fifty percent of the semester.

The request should be made on the **Class Size Stipend Request Form** available at your school site or from Human Resources. A Bargaining Unit member will not receive more than \$500 per semester. **Please fill out the Class Size Stipend Request Form completely. You must indicate which semester you are applying for. Please do not leave it blank. This will result in a delay as HR will send it back to get clarification. If you need assistance, you can call extension 7927.**

Special Education Teachers Meet Directly with Superintendents

The District shall attempt to maintain reasonable class size in each special education setting. If at any time a special education classroom teacher believes the class size is excessive, a meeting with the Superintendent or designee may be requested. All requests shall be honored. The Superintendent or designee shall respond within ten days and meet as soon as possible. The Bargaining Unit member shall be entitled to Association representation in the meeting.

Stipends for Students Overage					
Grades	# of Students Over	Day/Period	Average	Payment	Duration
TK-5	1.0-3.0	day	no	\$300	50%
K-5	more than 3.0	day	no	\$500	50%
6-8	1.0-3.0	period	no	\$300	50%
6-8	more than 3.0	period	no	\$500	50%
6-8	1.0 or more	1/3 of day	no	\$300	50%
9-12	1.0-3.0	period	no more than 1 over average	\$300	50%
9-12	more than 3.0	period	no more than 1 over average	\$500	50%
9-12	1.0 or more	day	more than 1 class over the average	\$300	50%