

10 Minute Meeting December 2017

Institutional

1. Scholarships – There is a new Professional Development application form at smmcta.com under resources. (If there is conference or workshop you would like to attend, please apply for tuition.)
2. Working Conditions
 - A. HVAC plan (see attached) **Yes there is one!**
 - B. Sustainability - The district will request we reduce our energy use to limit the cost for the expected increasing need.
 - C. Fire Clean-up – We have requested the district perform a deep clean over the break to eliminate the soot and grime in our classrooms
 - D. Itinerant Parking – This week we will begin a level one grievance.
3. Disaster Response – Due to concerns about communication with staff during emergencies, check with your site admin to find the best app for these types of communications and sign up.

Instructional

1. Interim Assessments - Concerns about the choice of test (multiple choice), need for a pretest (due to lack of computer skills for early elementary) and lack of directions have all been discussed with Ed Services. The report from this initial interim test will be the number of students who took the test. They plan to share the results of the test in February with the BOE.
2. Administrative Evaluation
 - A. Principals have requested a new tool for their evaluation (the one we use is over 25 years old). Three teachers and three admin will meet in January to create a new evaluation to pilot.
 - B. We recognize the need for additional training for this process.
3. *WASC (Western Association of Schools and Colleges) – They give us accreditation every 6 years. It is a contractual requirement for HS teachers to partake in the process even if it requires after class meetings (see contract language below).

Social Justice

1. Matrix of Bias/ Social Justice - Ben Drati, Reena Doyle, Sarah Braff and Barbara Ransom will meet to clarify our focus for next year. If you have input, please email us.
2. Bay Valley Diversity Dinner is taking place on 1/22/18 4:30-6:30 at CTA 6095 Bristol Parkway, Culver City. Please invite members to Join Liz Cowgill in attending. RSVP mgreen@cta.org by 1/15.
Erica Jones will be presenting on making Black lives matter.

*Linh Nguyen, a MHS college counselor, lost her home in the Ventura fires. Thanks to all who sent necessities and clothing. If you would like to make a contribution, there is a *Ms. Nguyen Fire Relief Fund* on gofundme.com. Our generous reps voted to send a \$1,000 donation directly to Linh. We have also applied for additional disaster relief from CTA's emergency fund on her behalf.

Next Rep meeting – January 22, 2018 4:00-5:30 PM

Article VI A 4. Assigned Days and Hour of work.

4. In addition to the assigned classroom teaching duties and the minimum time stated above, unit members are responsible for professional adjunct duties beyond the instructional day which may include: parent conferences; **school accreditation meetings**, one (1) Back to School night, and one (1) Open House night.

Unit members shall not be assigned to more than two committee assignments. First year unit members shall not be assigned to, nor will they be required to serve on, school or district committees. Unit members who serve as a SMMCTA Executive Board Member, a SMMCTA Site Representative, or on a SMMUSD - SMMCTA Joint Committee, may have that service count as no more than one (1) committee assignment.