

## 10 Minute Meeting August 2019

*The purpose of 10-minute meetings is to build rapport and member consensus. You are the “Communicator in chief” but members need a voice in the decision-making process and their opinion counts.*

### Suggestions:

- 3 mins. Member involvement (introduce new staff, discuss the school start)
- 5 mins. Member concerns
- 2 mins. Share successes and the next steps

### Institutional/SMMCTA

1. **Site Elections** -The deadline for electing FAC, Representative council members, and SLT elections need to be completed by the end of the second week of school (9/7/19).
2. **CTA Rep training 9/7/19 – this is fantastic opportunity for our reps!** Please email Sarah by 9/2 if you are able to attend. Grant, our treasurer, and Micaela Lee- Garcia, our new E Board member, will also be attending.
3. **MOU SLT/T and L:** SLT (Site Leadership Team) and TLC (Teaching and Learning Committee members). If MOU is approved, SLT is elected by staff. SLT elects the TLC member. TLC member will Co-Chair SLT (along with Admin). This is an important position that used to be the PD leader (which included \$3165 as a stipend). We are asking for a stipend. **We have not yet reached an agreement with the district.** We are concerned as some sites may have side deals (like getting an extra prep period). We are investigating how to best move forward. In the meantime, the T and L committee will not meet. We will update with additional information when available.
4. **Admin Survey** - Dates being scheduled for review and adjustment of the survey.
5. **Calendar Negotiations** - This is a separate negotiation usually done for 3 years at a time. Send ideas, suggestions to [grantclark@gmail.com](mailto:grantclark@gmail.com) ASAP.
6. **Parking** is still a problem at several sites. Working on a shuttle for SAMO parking at the beach.

### Instructional

1. **Duty Free Lunch** – We have been advised that many members are being asked to give up their lunch time for meetings. This is not acceptable.

Article VI also states that “*Each unit member shall receive a daily duty-free lunch break of not less than thirty (30) continuous minutes, as Development Center unit members who are required to eat with the children but receive relief and preparation periods. Student Support Specialists at Santa Monica High School are guaranteed a one-half (1/2) hour lunch every day. Whenever possible, the Student Support Specialists’ lunch period shall not be at a time when the students are scheduled for lunch.*”

### Social Justice

1. Matrix of Bias (great PD) is available. Sign up for the 1/8 or 3/17 with Ed Services

*Given the current chaos of the world, I am truly grateful for the continued support and advocacy of SMMCTA. Not only from our returning members, but also from our newest members. We are at our strongest and most effective when we work together – for our students, ourselves and for our fellow educators. It is clear we will not be divided, and I thank you all for your commitment – Sarah Braff.*

**Next Rep meeting – Monday, September 16, 2019 4:00 - 5:30 PM**

This month please:

1. Reach out to new teachers personally
2. Update contact list with personal emails and cell numbers
3. Schedule 10-minute banked time meetings with admin for the year.
4. Hold an election for FAC and Rep- 2 year term (secret ballot)
5. Distribute membership cards
6. Discuss joining the Association with any non-members at your site
7. Set date and time for Sarah's site visit ASAP.
8. Add Rep meeting dates to your calendar