



CNTA EXECUTIVE BOARD MEETING MINUTES
October 1, 2019, 9:00am-3pm

I. CNTA MEETING CALLED TO ORDER at 9:08am

Attendance:

Chris Rodriguez (President)
Meg E'amato (Vice President)
Kristin Courter (Treasurer)
Vanessa Moll (Secretary)
Benjamin Williams (High School Director)
Laurie Saunders (Intermediate Director)
Michelle Gardner (Elementary TK-3 Director)
Jenn Ramos (Elementary 4-6 Director)
Angela Thomas (Support Service Director)

Approval of agenda with flexibility and without objections.

II. REPORTS (2 minutes per written report)

President: Introduction of new Communications Director, Malori Merki-Castro.

Monthly press releases were discussed.

Vice President-See written report.

Treasurer-See written report. Membership assistance application discussed.

Ben motioned to approve the membership assistance request. Michelle seconded the motion. Discussion was had. 2 Yes, 5 No, 1 Abstention. Motion Failed.

Kristen made a motion to deny the request. Meg second the motion. Discussion was had. 6 Yes, 1 No, 1 Abstention. Motion passed.



Directors:

Tk-2:

1. Concerns with subs cancelling last minute or absences not being filled. Subs are also being given sick days so members wanted to know how that will work for jobs that get cancelled last minute as well. Members wanted to know why the application window is not open year-round if there is such a shortage of active qualified subs. There have been student teachers who have tried to call HR to ask questions about subbing and not getting return calls. Also, a few members were concerned about the protocols for sub coverage. It seems to be an issue that comes up year after year. The go to seems to be splitting up students and dispersing them to other classrooms which makes class sizes very large. It was suggested that the district put in writing who covers a class when a sub isn't available. Then every school will follow the same process. Who is first? Who does it if that person isn't available? And so on...
Principal, AP, TSA, kinder teachers, etc.

Resolution: These concerns have been previously discussed with human resources and will be added to the agenda for tomorrow.

2. Running Record sub days are very limited in availability. They only offer them Tuesday-Thursday and most dates were taken early on for before report card window closed. The information wasn't disseminated at the same time to all teachers because it went through principals who were supposed to forward to teachers. Teachers don't want Wednesdays because they have one less hour due to PCT time. All this information was passed on to district who reassured us that when the window for subs was open for T2 they would send the email directly to teachers. The step for having to fill out a form will not have to be done. Unfortunately, there isn't a whole lot that can be done about the days subs are available but the district would rather have Wednesdays available as an option even though it's not ideal.
3. Teachers expressed concerns over the number of videos that were mandatory to watch outside of work time (mandatory reporter, active shooter, bullying, etc...)
Resolution: These concerns have been previously discussed with human resources last week and will be added to the agenda for tomorrow. It is the districts position that this is a part of their professional day.
4. Schools still being limited on copies which include Rizzo machines. Last year this came up, administrators had done this because they were told they couldn't repair or replace machines but we had found out through Barbara Wolfinbarger (C&I) who spoke with purchasing that there are replacements available if this happens.
Resolution: We will add this to the discussion this afternoon for C&I meeting this afternoon.



5. Math Pilot is now in full swing. Two publishers have been chosen for K-5 Pilot, Bridges and Ready Math. First group of teachers have been trained on Bridges materials and will begin piloting next week. There are still two additional training dates this week for the same publisher.
6. Standards Based report cards committee will be reconvened in October. Report cards that were created by team will be revisited and amended and then listening sessions will occur for feedback from all stakeholders.

3-6:

1. Concern about custodians was not addressed yet.
Resolution: As of last week, HR was reaching out to the principal to provide support.
2. Too many off the clock hours spent on required videos such as mandated reporter, Kognito and for some people ELPAC training. I need to make it very clear, many teachers at different sites are very frustrated with the number of videos and extra stuff on their plate which continues to require after school hours.
Resolution: These concerns have been previously discussed with human resources last week and will be added to the agenda for tomorrow. It is the districts position that this is a part of their professional day. Principals were messaged to provide time during Admin PCT or Staff Meetings.
3. Some sites don't even know about Kognito while others are calling it mandatory.
Resolution: These concerns have been previously discussed with human resources last week and will be added to the agenda for tomorrow. It is the districts position that this is a part of their professional day. Principals were messaged to provide time during Admin PCT or Staff Meetings.
4. How come they haven't been paid for ELPAC training? They were told they would be compensated.
Resolution: We will add it to the agenda for HR meeting tomorrow.
5. For leadership meetings- Is there a "cap" on the length of the meeting? Some meetings are going until 5 or 6pm.
Resolution: We will add it to the agenda for HR meeting tomorrow.
6. Elementary teachers need clarification on their "prep time." There are a lot of questions regarding their professional day and their "prep time." Can they be compensated for doing the mandated videos after hours? Some schools are offering this during staff meetings or S-day's, while others are not.
7. Extra duty assignments: Kinder teachers are able to plan, prep and meet with students during the school day because they teach 1/2 day. Full day teachers cannot do this. How is this equitable?
Resolution: Kinder is different at every site. Equitability will be addressed.



Intermediate:

Norco Intermediate:

- Locker room supervision responsibilities for opposite sex students in the locker room.
- Active Shooter guidelines for Physical Education teachers when out in open areas, far from buildings.

Action Taken: Put a call in to Mike Ilic. Will follow-up on Wednesday when he presents on this topic. In addition, I updated the member with the concern.

Caesar Chavez Academy:

- Campus is not secure. So far this year, they have had 6 incidents with unauthorized people walking on campus and mingling with students.

Action Taken: Put a call in to Steve Ellis regarding this matter. There will be a follow-up with an email.

Resolution: Added to the problem-solving meeting on the 10-14-19

El Cerrito Intermediate:

- Teachers were not allowed to order supplies until this past week, or so. They were told that the district budget had not been approved, so no ordering could take place.
- No SLP contracted at the start of the year. One was hired, but left, and no replacement has been provided. IEP's are not getting services for speech.

Actions Taken: Spoke with the principal regarding both matters. Regarding orders, there was a miscommunication regarding the budget. She will make sure this does not happen again. Regarding SLP, there is someone starting on Monday, 9/30. Students will begin getting services, and also receive back hours of missed services. In addition, I updated the member with the concern.

Ramirez Intermediate:

- Special Ed in General Education classes – question on who modifies curriculum.

Action Taken: Put a call into Dawn Rust in SPED. Followed up with an email requesting clarification.

Resolution: President and Vice president have both been in constant communication with site regarding this issue. Per Ed Code, modifications, curriculum and grading are the responsibility of the general education teacher.



CFIS:

- Team Leader meetings are going quite long. What is the contracted time for these meetings?

Action Taken: Spoke with AP, they will be more aware of time, and try to keep meeting to 1 hour.

High School:

RESOLVED

- 1) There was a concern at Centennial HS about requiring 4 CFAs for all subjects by administration. In addition, every member of each PLC was told that they were required to take 2 sub days to work jointly on their CFAs. Local reps had a meeting with their principal, and resolved the issues to the satisfaction of the local reps.
- 2) There was a concern about combo art classes at Centennial HS. The HS director spoke with those involved, and the unit member feels the issue has been resolved.
- 3) There was a concern at ERHS that administration switched to digital referrals, didn't train teachers appropriately, then when teachers asked for hardcopies of the old referral slips, teachers were informed that there weren't any more available. The HS director followed up with site reps two weeks later, and there is now a training video available. The site rep spoken to felt this issue is resolved.
- 4) At ERHS, the STEM academy has been without an emergency action plan since the beginning of school. There was an emergency on campus on 9/28/19, and an emergency plan was given to teachers on 9/30/19. This issue seems now to be resolved since there is now an emergency plan, however the fact that the site was without one for so long is alarming.
- 5) There was a concern raised at NHS about CTE combo classes. The HS director spoke with the impacted teacher. No change was possible given how late in the semester it is. A plan was put in place to prepare for next year, and the issue is currently resolved.

UNRESOLVED

- 1) A concern was raised across sites that release positions (like ed tech, renaissance, AVID, coaches, etc.) affect class size negatively. A request was made to investigate the impact of release positions on class size and report back.
Resolution: President is working with the site to determine class sizes and whether it aligns with our current contract language.



- 2) A concern was raised across sites that there are too many students with IEPs clustered in certain classrooms. A request was made to investigate if there could be a cap placed on the maximum number of IEPs in a classroom.

Resolution: This has previously been discussed with the district. We will seek current clarification. The previous target was below 30%. In order to prevent a more restrictive environment through the percentage of special education students mainstreamed in the general education classroom.

- 3) A concern was raised that there are not enough counselors at Lee Pollard HS.

Resolution-Added to Problem solving 10-14-19.

Support Services

Psychs: Guidelines for transitions from pre-k to kinder unclear at sites; lack of consistency

Resolution: There was a training last week including items specific to Kinder and Pre-K, proper assessment and placement protocols, and planning for future items of discussion.

Counselors: Counselors being told to upload updated GPA/grades by hand when it can easily be handled by IT. Is it possible for this to be done by IT because CAASP results can impact grades and revisions not completed immediately and can impact students' grant status.

Resolution: This will be added to the agenda for tomorrow.

SLP: Lack of response from DO when concerns.

Resolution: This will be added to the agenda for tomorrow.

Ongoing Concerns:

1. CBI Bussing and funding concerns

Resolution: I have been at every minute for CBI. The district has indicated an IBPS to resolve this concern

2. DO admin is still deciding the services that should be provided rather than the IEP team.

Resolution: This is and will continue to be discussed with the superintended and the deputy superintended of student services.

3. High School SH feel they need an additional prep to manage caseload.

4. Students being bussed, with cut down on aides some students are arriving earlier than anyone is there to get them. For example, teacher report time is 7:35, but bus drops off at 7:30. Believe aides need to be written is as bus to bus rather than bell to bell.



5. Need clear cut guidelines for qualifications/classifications for mild-moderate and moderate-severe: Many students are being placed based on parent wishes rather than student needs.
6. With the new standards and protocols for requesting a SCIA, what are the protocols for removing a SCIA? Seems should be similar process (data collected, teacher input) Admin are coming in saying, this child will no longer be given a SCIA when teacher feels that is not best for child based on data.
Resolution: This needs to be added to the SPED task force.
7. Students are being mainstreamed into Gen Ed classes without changing their IEP's. Seems to be a directive from the district to do this. This is a violation of the law. Specific sites this is happening at Corona Ranch, Highland, Wilson, Orange, Temescal, Norco El
Resolution: This needs to be added to the SPED task force.
8. Gen Ed teachers would like formal training in accommodating students with special needs.
9. No longer ordering supplementary math or language arts programs and sped teachers told to use benchmark, which is too hard even for many gen ed students.
10. Combo classes 1st - 4th grade is not appropriate, no way to teach curriculum for 4 grade levels.
Resolution: The district states that there are four classrooms district wide that this is the case and each of them have specific circumstances that the fourth grade level of student is receiving a modified curriculum at a lower grade level we have requested documentation of those specifics.
11. SH classes maxed out. PALS and SH classes should have similar ratios. Aide to teachers' ratios are not appropriate at this time.

Concerns brought up but addressed at meeting:

1. Bus Duty: Bloomfield reminded everyone about the bus duty time carding in 15 minutes. In comments of time card put bus # and name of a student. Even with parent pick up, just put name of student.
2. When can Gen Ed teachers time card: after the first 40 minutes after bell rings.
3. Can admin shame teachers for not joining PTA? Absolutely not. Reps should meet with admin to explain this is not a good practice.

Concerns brought up and already addressed with DO:

1. Belief that temporary SCIA's are not allowed a sub. Talked with HR that is not true. Every SCIA that calls in will be given a sub. May be the case that there are not enough subs available or subs are not picking up the job. But they are not aware that is an issue.



2. Aides are still being hired as temporary. Talked with HR, they are still in the midst of changing the aides over. Should be done within the next month. All aides that are hired for longer than 60 days must be permanent based on CSEA contract.

Without objection, directors will submit their reports the Friday before Executive Board.

III. NEW BUSINESS

A. Holiday Party

**Kristin Courter motions to allocate \$4,500 for December Holiday Social
Meg E'Amato second. No discussion. Unanimously passed.**

B. Director Break Out Session Protocol

Discussion was had.

Rep Council Breakouts will be moved after we adjourn and we will have an end time.

C. CNTA Receptionist Position

Closed Session.

Without objection a new job description and new contract will be drafted and brought to Executive board prior to rep. council. Motion carried.

D. Rondo MOU

District requested a drafting of an MOU. A draft was reviewed by Executive Board.

E. Constituency Lead Updates

**Ben Williams motions to approve Mary Nokomora, and Dorin Jones for Constituency Leads and a yet to be named SDC/NSH/SH Volunteer.
Meg E'Amato Second. Unanimously passed**

F. TA

1403 Members voted. 85% Passed Rate. Discussion was had. TA will go to the CNUSD Board tonight.

G. Schools and Communities First



Initiative to be on the 2020 Ballot. Video will be shown at next Rep. Council meeting. Signature gathering campaign for initiatives to be placed on 2020 ballot. CNTA will be asked to gather 1250 signatures. PAC committee is being trained and will assist.

H. Uniserv Budget

Executive Board for Uniserv to be brought back in November.

I. PERB required audit

Required to do an audit. Scheduled for November.

IV. **OLD BUSINESS**

A. Norms

- **Michelle motions to add no social media while in the meeting, full attention while in the room, step outside for calls or texting at your discretion, phones on silent. Laurie second motion. 7 yes, 1 abstention. Motion passed.**

B. Conferences

- **May 1st-3rd Spring Leadership**
- **Conference request reviewed. Discussion is had.**
Laurie motions to deny conference request. Meg Second. Discussion was had. Unanimously passed.
- **Issues Conference \$1200 per person.**
Kristin motions to approve all 7 members interested in attending Issues Conference. Laurie second. 6 yes 1 abstention 1 abstention absence Motion passes.
- **Meg motions to suspend meeting until 2:30 to meet and approve minutes.**
Laurie second. Unanimously approved.

V. **APPROVE MINUTES**

Minutes approved with corrections.

VI. **ADJOURNMENT**

Lunch



**** Our next CNTA Executive Board meeting is November 5, 2019, 9am-3pm**