

2023 - 2024 Meeting Minutes
Upland Teachers Association
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Representative Council

March 25, 2024

Call to Order

A meeting of the Board of Directors was called to order at 4:03 pm by Debbie Glenn.
 Moved by Danny Lawrence and Stacie Bangle to adopt the agenda as presented. Motion Carried.

Officers Present: President: Debbie Glenn Vice President: Anne Smith Treasurer: Danny Lawrence Secretary: Carla Hegler	Directors and Representatives Present:		
	Site	Director(s)	Representatives
	Baldy View	Emily Gomez	Kelly Sorenson Kristyl Nuckolls
	Cabrillo	Doug McCully	Marci McMahon
	Citrus	Andrea Maddox-Butler	Cody Castro Denise Guerrero Diane Schlitt
	District Office	Judy Trimble	Stephanie Ellis
	Foothill Knolls	Dawn Vieira	
	Hillside HS	Sean Piscioneri	
	Magnolia	Sarah Fash	
	Pepper Tree		Kelly Tolliver Pamela Glaspell
	Pioneer Jr.HS	Sarah Barry	Robert Perkins
	Sierra Vista		
	Sycamore	Janet Jankoski-Pelkey	Kathy Phelps
	Upland Elem.	Connie Delaney	
	UHS	Terry Kimberling	Stacie Bangle, Kimberly Guicharnaud, Doug Hutchings, Wendy Marquez, Steve Wiedefeld
	Upland Jr.HS	Maria Sanchez	
Valencia	Lori Jacobson	Liz Rynear	
Other	Anne Kartun - UTA Office Manager		

Agenda Items	Notes
Minutes	The minutes from the January Rep Council meeting were approved.
Treasurer's Report	Beginning balance February, 2024 \$308,980.93 Ending balance February, 2024 \$310,998.67
Communications	UTA received an email from a former UHS Student, Eric Ketchum, who graduated in 2006 and received the UTA Scholarship. Eric stated he is now a math teacher at South Pasadena High School. He wanted to express his gratitude, and in the future he and his wife hope to pay forward what he received by adding to his school's future teacher scholarship.
President's Report	<p>CTA Summer Institute</p> <ul style="list-style-type: none"> ● July 24-28, 2024 Los Angeles ● More information to come ● University credits available for some sessions ● Summer Institute Information Link <p>Medicare</p> <ul style="list-style-type: none"> ● Qualified retired unit members are covered under District health insurance plans until the unit member qualifies for Medicare (unit members qualify if they retire no earlier than age 55 with at least 10 years of full time service in the District) ● Spouses of qualified retired unit members are covered under District health insurance plans until the retired unit member qualifies for Medicare ● Contact the District health benefits coordinator, Evey Ragoza, if you have Medicare questions <p>Portables</p> <ul style="list-style-type: none"> ● Portables are being installed during the summer at Sierra Vista, Foothill Knolls, and Baldy View <p>Parent Classroom Visits</p> <ul style="list-style-type: none"> ● Board policy states, teachers should be notified of a parent visit within a "reasonable time frame" - usually 24 hours notice ● No time limit exists as to how long the parent can stay ● The District is reviewing the current policy for clarification ● Parents cannot disrupt, interrupt, interact or participate during classroom instruction ● Parents should not interact with 1:1 aides ● The District is exploring creating a form for parents to sign that would clearly state what is permitted during their visit <p>Summer School</p> <ul style="list-style-type: none"> ● Waiting on information about rotating sites in the future <p>Pumping Law - Lactating Accommodations</p>

- Should not be in a bathroom
- Should be provided a clean, private space
- Release time should be in a timely manner
- Contact Debbie Glenn if there are problems with lactation accommodations at your school site

Itinerant Unit Members

- When training is scheduled for all employees, itinerant unit members need to be included. The District will make sure that this happens in a more timely manner in the future

California Day of the Teacher Committee

- Need members for the committee
- Create something simple for Day of the Teacher in mid May
- Money available in the budget
- Office Manager, Anne Kartun is available for assistance

UTA Scholarship

- Application deadline April 12th
- All graduating UHS and Hillside seniors going into an education field may apply
- Any senior of a UTA member going into an education field may apply

Simply Voting - Election Ballot Software Company

- Exploring the use of the Simply Voting Software Company for future elections
- Looking at cost and operation policies
- Company will be able to send out ballots, collect votes, and calculate results

Officers and Directors Election

- Executive Officer and Board of Directors election process will begin in April
- Positions include: President, Vice President, Secretary, Treasurer and Site Board members
- An email regarding running for office will be sent to all UTA members in April
- Rep Council elections will be held at individual sites after Board elections are finished
- Director and Rep Council members can be an adjunct duty - must be decided at individual sites, and can be decided through site based decision making committee

UHS Grievance

- Site based decision team developed a bell schedule for the 2024-2025 school year that the District does not agree with
- The issue is the adherence to the Article 10 contract language regarding shared decision-making
- Grievance has started at the informal stage
- Met March 25 - no resolution yet

	<ul style="list-style-type: none"> ● Meeting again at the beginning of April ● Next step would be a formal Level 1 grievance
<p>Committees</p>	<p>DACC (District & Association Collaborative Committee)</p> <ul style="list-style-type: none"> ● Elementary Report Card Comments <ul style="list-style-type: none"> ○ Comments have been discussed at DACC and continue to be addressed ○ Reordering the comments - grouped by positive and negative comments ● Textbook Ordering for 2024-2025 <ul style="list-style-type: none"> ○ Ordering of textbooks and consumables have begun ● Handwriting and Cursive <ul style="list-style-type: none"> ○ Required to be taught in grades K-6th ○ Workbooks and instructional materials will be provided for the 2024-2025 school year <p>Special Ed</p> <ul style="list-style-type: none"> ● Met the week of March 18th ● Will report at next meeting <p>Negotiations</p> <ul style="list-style-type: none"> ● UTA team met Thursday, March 28th to review the survey results and plan for negotiations with the District ● Meeting dates with the District for April have been requested ● No information on health benefit renewal rates yet

Open Forum

Maternity Leave - AB2901

- Pregnancy Leave for Educators Act
- Provide 14 weeks of pregnancy leave and help retain educators during a historic educator shortage
- Stop public school educators from having to choose to get by with less pay or try to “schedule” pregnancies based on the school calendar
- End the discriminatory practice of forcing women to deplete their leave balances to bear children
- Close the \$100,000 gap in retirement that women earn compared to their male colleagues
- Click the link below to support
- [Pregnancy Leave for Educators Act](#)

Question Regarding 6th Grade Moving to Jr. High

- At this time there is no formal discussion of this happening in Upland
- If the District were to move in that direction, they would be required to bargain the working conditions, transfer process, current contract language changes, etc.

State of the Superintendent

- No information is available on Superintendent Carmen Day's situation or return date

Staff Meetings / Department Meetings

- Unit members cannot be docked leave time for missing staff meetings or department meetings
- Must notify administration in advance and ask for excusal (unless absent that day or an emergency arises, in which case the administration should be notified)
- If excusal is denied and the unit member is absent, disciplinary action can be taken
 - 1st offense - verbal warning
 - 2nd offense - written warning
 - 3rd offense - written reprimand
- For Wednesday (Thursday at UHS) planning time - the unit member can be docked leave time as that is time taken off during the work day
- Planning during lunch time, or after hours on another day does not replace the Wednesday/Thursday required on-the-clock planning time
- Parent Conference Days - should be able to leave on days when no conferences are scheduled and should not be docked time. There should be flexibility on those days. Debbie will discuss this with the District

Formal Observations

- 1 is to be scheduled and 1 can be drop-in - however both can be scheduled if the administrator chooses to set it up that way

- In a non-observation year - should have one formal observation with one conference

Long Term Subs

- The law allows 30 days maximum, per classroom
- Working more than 75% of the school year would require subs to become a full time employee, that is why some subs cannot finish the school year

Adjournment

Meeting was adjourned at 5:38p.m.