



## Representative Council Agenda 2017-18

Date: December 11, 2017

Call to Order:

Adopt Agenda/Approve Minutes:

### I. President's Report

- A. Results of contract ratification vote
- B. Student shadowing
- C. LCAP Rep Council Results
- D. Region IV Leadership Conference, April 13-15, San Diego
- E. Spring elections for 2 State Council positions, 5 Exec Board level Rep positions
- F. NEA-RA applications—Complete BOTH and submit to ITA office by Monday, Jan. 29.
  - 1. CTA delegate form
  - 2. ITA delegate form
- G. Adjunct duty conversations
  - 1. make an appointment with admin
  - 2. share your interest in following contract language to develop the list with staff input
  - 3. help plan a staff meeting agenda that includes discussion of adjunct duty needs

### II. Treasurer's Report

### III. Joint Committee Reports

- A. BMB (Kearney, Sorey)
- B. Calendar (Sorey)
- C. Catastrophic Leave (Sorey)
- D. Finance (Seager)
- E. Irvine Education Employee Fund (Sorey)
- F. PAR (Sorey)
- G. Professional Growth (Perini)
- H. Safety (Seydewitz)

#### IV. ITA Committee Reports

- A. Budget (Gorman)
- B. Communications (Seydewitz)
- C. Community Outreach (Kearney)
- D. CTA
  - 1. Human Rights (Valerie)
  - 2. Women's Issues (Seydewitz)
  - 3. Ethnic Issues (Monterroso)
  - 4. LGBTQ (Perez)
  - 5. State Council (Perini, Seydewitz, Valerie)
- E. LCAP (Hoang, Resendez)
- F. Member Engagement (Lucas)
- G. Member Events (Perini)
- H. Member Info (Pang)
- I. Negotiations (Kearney)
- J. PAC (Rubin)
- K. Scholarship (Sorey)
- L. School Board (Kearney)
- M. Special Ed (Bracken)
- N. Vendor (Margaret Martelle)

#### V. Old Business

#### VI. New Business

#### VII. Raffle

#### VIII. Pre-Adjourn:

#### IX. Small Groups

- A. How much time does your site spend for PLC meetings?
- B. How is the EiT/ToP/ToY process going?
- C. Other issues?

#### Upcoming Dates

Friday, December 29	deadline for CTA grant for Good Teaching
Monday, January 8	Exec Board
Friday, Jan. 12	BMB

Fri-Sun. Jan. 19-21	State Council
Mon., Jan. 29	REP COUNCIL
Mon., Feb. 5	Open House
Thurs., Feb. 8	CalSTRS
Tues., Feb. 13	CTA's 403(b) retirement program info meeting
Wed., March 7	Temp/Probationary/Permanent info meeting
Wed., March 15	NEA's Student Loan Forgiveness info meeting
Fri-Sun., March 16-18	CTA Good Teaching Conference in GG
Fri-Sun, April 6-8	State Council
Fri-Sun, April 13-15	Region IV Leadership Conference, San Diego
Fri., April 27	EiT Awards Banquet
Mon., May 21	Retiree Celebration at Dave and Busters

## Contract Language regarding Adjunct Duties

10.2.4 Adjunct duties are activities related to the curricular or extracurricular program, but not predicated on the particular knowledge of any particular student. These duties are a shared responsibility of all unit members at a site or in a District-based program and generally occur outside the school day.

Adjunct duties are a required part of the professional responsibilities of the teaching staff of the District. These duties shall be equitably assigned, based when possible on unit member preference, and will fall into the categories outlined in Appendix C.

Fulfilling one's adjunct duty requirement is typified by a District curriculum committee member who spends 6 - 8 hours in committee meetings and interacts with colleagues at the site regarding the work of the committee. This particular adjunct duty is the basis for defining an Adjunct Duty Equivalency (ADE). To assure equity, each unit member is responsible for an ADE that matches their full-time employment equivalency (FTE) at the school.

The site or program administrator, with opportunity for staff input, shall develop annually the site list of adjunct duties from which ADE's can be built. Each of these duties shall be weighted as to its ADE, e.g., the key leader in a non-review year might be weighted as one-half ADE. The site list of duties and their weights shall be posted by the site or program administrator not later than the second week of each school year. Subsequent to assignment, and by the end of the first month of school, the site or program administrator shall post the master list with the assignments designated.

The total number of adjunct duty equivalencies at a site shall not exceed the number of FTE's at that site.