

September 23, 2019,

Good morning! I hope you have a great week. Here are just a few items to share with you...

### **Prep Time**

Please remember that your prep time is to be used at your discretion, and you are not required to attend meetings during this time. If you have concerns with being asked to meet during your prep time, please speak to your site reps for further assistance.

### **Student to Teacher Ratio**

We've had a few issues brought to our attention about going over the ratios for various reasons. When teachers agree to take kids over their cap, there may be some unintended consequences.

One example is with your VAPA teacher (who should not go over the cap and doesn't have a provision in the contract to allow for that to happen). For example, if two classes are at 32 instead of 30, and they go to VAPA together, that VAPA teacher will now be at 64, which is a violation of the VAPA ratio. The VAPA teacher is not the one who agreed to take kids above the cap, and he/she does not have any contract language guaranteeing extra pay if the class does go over.

Another example is when students come to you for mainstreaming. We need to have space in our classrooms for mainstreaming to take place, and we need to stay within our ratios at the same time. If you are already at your cap, there will already be a problem mainstreaming without violating the ratio, but even more so if you have agreed to take kids above the cap. The same goes for ELD rotations, because one class being over the ratio may mean someone else is over during rotations.

Just some things to consider. CVTA has met with the Special Ed Department, the Superintendent, and with HR on several occasions to try to work through this issue and find a solution. It doesn't seem as if we will reach any conclusion through conversation, since the District believes that as long as students aren't on your roster, and are not with you for the entire day, there is no violation and your cap doesn't really matter. They believe that there is no violation when one teacher has 35 students (instead of 1:30) as long as it is for a short time. CVTA disagrees, because even though you are not over the cap for an extended amount of time, you'd still be planning, prepping, and grading for 35, not to mention meeting with parents at conferences, etc.

You have the right to file a grievance if you choose to do so for being over your cap at any time of the day. CVTA wants the District to find a way to leave a little space in each classroom so there is no violation of any teacher's ratio when students move into other classrooms throughout the day. Some sites have successfully worked together to solve the problem, but some sites just don't have enough room to do so.

### **The Standard Disability Insurance - Open Enrollment Month**

Don't forget it's open enrollment month right now, which means no medical exam if 5% of our members sign up. [Find the site visit schedule here.](#) (They will visit the DO on 9/25/19 from 12-2 in the main break room).

### **California Casualty**

[Here is a link to a contest they are having right now!](#) You can win some money for your classroom!

### **Contractual Issues Happening Right Now**

[Find the contract here.](#) Here are the things we are working on:

- **We are working with a grievance regarding the psychologists' case load limit of 1:250.**
- Grievances need to start at the informal level. This means that you have a conversation with your immediate supervisor, whether face to face or via email, in order to give them the opportunity to remedy the situation. It is important that you actually state, "This is my informal grievance." This will begin the timeline, and will ensure your administrator understands that there is a timeline to follow. Sample grievance forms can be found on our website at [www.mycvta.org](http://www.mycvta.org) under Documents. The Uniform Complaint Form can be found there as well.
- **[Williams Complaint Form](#)** - This form could be an option when a grievance isn't the appropriate path to deal with a situation at your site.

### **Here are some important dates to keep in mind:**

- **September** - All month...Catastrophic Sick Leave Bank Open Enrollment
- **September** - All month...The Standard Disability Enrollment Campaign. Look for the rep at your site.
- **September 25th** - CVTA Executive Board Meeting, 4:15 CVTA Office
- **October 3rd** - School Board Mtg. @ BD, 5:30 pm
- **October 7th** - CVUSD Professional Development Day (no students)
- **October 9th** - CVTA Rep Council Mtg. @ CDA Library, 4:30 pm

[Click here to find an archive of our weekly emails.](#)