



September 30, 2024

Coachella Valley Teachers Association

California Teachers Association

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**THE ONLY CANDIDATES SUPPORTED
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Paid for by Coachella Valley Teachers Association Fund for Quality Education FPPC# 1271156

Good morning!

Department Chairs (same name now for Elementary and Secondary)

As you know, we've had concerns with administrators adding additional duties and/or meetings this year. We believe this is due to the negotiated stipends change that took place last year, as administrators often assume that an increased stipend means they can increase your workload. This is incorrect. The change in stipend was negotiated to reflect pay for the work you were currently doing at that time.

CVTA filed a Demand to Bargain with the district on 9/25/24. Any time the district makes a change that affects your working conditions it becomes a mandatory subject to bargain. What that means is that we have notified the district that until we bargain the possible changes to the Department Chair job duties, any new and additional expected work should be placed on hold.

Department Chairs should notify us immediately if from this point on you are asked to attend

more meetings than last year or perform any new duties that were not expected last year. For example, if last year chairs were asked to attend only one meeting per month and this year there are two, that is a change that should be placed on hold. There are many other changes taking place at various sites, so if you are unsure please reach out and ask.

Catastrophic Sick Leave Bank - Last day to enroll is October 10th

Don't miss out! Open enrollment is from September 1-30 (extended to October 10th by HR). In order to withdraw from the Sick Leave Bank you need to enroll once and then donate one day each year as needed. If you ever need to use this bank, you get 40 paid days and will then have the option to seek donations for another 40 paid days. Contact Jasmine Persaud in HR to enroll.

Involuntary Reassignments or Transfers During the School Year

Please remember to ensure that contract language is being followed when this happens. But not just that. You also are due two paid prep days if you are involuntarily reassigned or transferred during the school year. These two days are to be mutually agreed upon between yourself and your supervisor and do not need to be taken immediately or consecutively.

Suspending Students

Based on some incidents from last week, I feel it is time to review this topic. Please note that suspension should be your last ditch effort in regards to student discipline (with a few serious behavior exceptions). By the time you decide to suspend a student from your classroom, you should have tried many other interventions. For example, speaking to the student privately, reteaching the PBIS expectations, calling home to speak to parents, detention if it's appropriate, redirection, change of seat placement, just to name a few. It is our job to educate students, and that means keeping them in class, but we know sometimes there needs to be a little more intervention.

But what I really want to point out is that *teachers have the right to suspend students from the classroom*. We do not have the right to suspend them from school. There is a significant difference. Do not let anyone tell you that you do not have the right to suspend a student from your class because they are only 5 years old, or they have an IEP, or for any other reason. You can suspend a student for the remainder of that day and for the next day, assuming you have tried several other means of correction first (if appropriate), you use the appropriate form, and you attempt to set up a parent meeting (after the suspension). Be prepared to share the documentation of the interventions you used prior to the suspension.

If you need to suspend a student, follow these directions:

- send the student to the office and either call, text or email quickly to tell them the student is suspended and the paperwork is coming shortly ([find the paperwork here](#))
- **complete the paperwork** and send it to the office as soon as possible (Please note that the document was created by CVUSD, not CVTA, and that the * note at the bottom only relates to a suspension from school, not a suspension from class. You can suspend a child from class for that purpose.)
- if the student has an IEP, know that there may be another required meeting called a "manifestation determination" where it will be determined if the behavior is directly related to a student's identified disability
- make sure you have completed the portion for the parent conference on the form

Workplace Violence Prevention Plan (WVPP)

Read about the WVPP requirements [here](#). You can file complaints with OSHA at (909)383-4321.

You are not expected to accept violence because a student has an IEP or is very young. Violence has no place in our job descriptions. I say this because too many times I have heard that "sped teachers knew what they were getting into when they accepted the job" or "the child is (blank) years old and doesn't know what he/she is doing." Violence is never acceptable, it needs to be reported immediately, and we expect the district to follow the laws put in place to protect employees. We also suggest you contact the nurse hotline and report an injury even if you aren't sure there is one yet. They sometimes show up after the adrenaline has worn off. ([Important numbers and documents can be found here](#))

CVUSD School Board Elections

Major change does not happen because of the work of one or two people. We need all of you to help in one way or another. Can you put signs in your car windows? Do you live within the CVUSD boundaries and can put a lawn sign in your yard (or know someone who can)? Can you help deliver signs or pick up items for your school site?

All of that would be very helpful. But the most important way you can help will be walking the neighborhoods around your school site one or two times in the next few weeks. Site Reps are receiving training tomorrow on a new app we will use to conduct the precinct walks, and soon they will be asking you to sign up to walk and talk to the voters near your school site. Keep an eye out for that!

RIF Update

We now have approximately 14 people on the RIF list still waiting to be rehired. As mentioned before, we have a CTA lawyer working on our behalf to discuss errors or discrepancies related to this (in addition to the decisions made recently to withhold information or access from CVTA which impedes our ability to do our work). We will continue to update you as we have new information.

Have a great week! We will visit your sites soon to check in. :)

[Visit Our Website](#)

Important Dates

- **September 30th:** Deadline for Admin to review Site Budget with Staff
- **October 2nd:** CVUSD PD Day, non-student day
- **October 8th:** CVTA Rep Council Mtg. 4:30 pm via Zoom
- **October 10th:** CVUSD School Board Mtg. 5:30 pm @ DO ([Live Stream Link here](#))
- **October 14th:** First bargaining day with the district
- **October 15th:** Second bargaining day with the district
- **October 15th:** CVTA Virtual Office Hours 4:30 pm via Zoom
- **October 22nd:** CVTA Executive Board Meeting 4:30 pm via Zoom
- **October 24th:** CVUSD School Board Mtg. 5:30 pm @ DO ([Live Stream Link here](#))



Carissa Carrera
CVTA President

"An injury to one is an injury to all."

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