

Meeting Attendance

Know Your Rights!

How many meetings must I attend?

The union contract says that the *balance of the 40 hour workweek* includes attending “a reasonable number of meetings” (among other duties). But what’s a reasonable number of meetings? A Memorandum of Understanding signed by SDUSD and SDEA representatives clarifies this murky language. It says that during a given month teachers may be required to attend:

- ✓ 1 staff meeting (including Staff Development)
- ✓ 1 departmental/grade level meeting
- ✓ Standing committee meetings (no more than one)

DEFINITION

“Balance of the 40 hour workweek”

The weekly difference between the minimum on-site day of 6 hours and 35 minutes (excluding lunch) and the 8 hour workday.

I go to Staff Development meetings three times a month! What gives?

WATCH OUT!

An additional meeting may be called to address issues that couldn’t be included in a regularly scheduled meeting. The burden is on the supervisor to make the case to employees as to why the issues couldn’t be included in a regularly scheduled meeting.

A Staff Development meeting that is held within the 6-hour 35-minute workday doesn’t count as a meeting when you’re calculating the number of staff meetings you’re required to attend. If any part of the meeting occurs *after* the 6-hour 35-minute workday, it counts!

What should we do if our union rights on meeting attendance are being violated?

Have a union meeting! Once all union members are on the same page, the AR and one or more members should meet with the supervisor to explain how union rights are being violated. If the meeting doesn’t resolve the problem, the next

step is for the AR (or another member volunteer) to present the issue to the SDEA-SDUSD joint Contract Administration Committee (CAC). (Contact an SDEA Contract Specialist to put your site’s issue on the CAC agenda.) If SDUSD and the supervisor don’t resolve the issue through the CAC, then members can initiate the grievance process. The first step of the grievance process is an informal grievance meeting between the AR, one or more members, and the principal.

Sources: Collective Negotiations Contract, July 1, 2006 – June 30, 2008 (Section 8.5.3); Memorandum of Understanding (June 16, 2005).