

Article XXX Report, February 21, 2019

Present for LAUSD: Alejandra Sanchez, Jorge Amador, and Carlos Romero

Present for UTLA: Alex Orozco, Benny Madera, Francisco Martinez, Audrey Linden, and Luis Vicente Ovalles.

1. Incorrect time reporting in which the regular secondary teacher gets paid for coverage of conference period but subs do not. Alejandra Sanchez said the priority should be give to the regular teachers to cover the conference periods. Subs maintain anything past six hours is extra. In the FAQs it states no additional pay for conference period coverage. The contract states Substitutes assume the duties and responsibilities of the regular teacher. Alejandra will look into this issue, present to her team and have the District's answer. Luis should check.
2. Francisco Martinez reported requests are not being honored by SmartFind. Jorge Amador explained that evening calls are requests and the first calls in the morning are requests. We get between 1 and 3 calls. Jorge would like the system to call 6 times. If request did not come through: the teacher did not enter the job, the Sub got the job # and doesn't answer the phone, the office manager stopped the job. Audrey Linden experienced lag time from when a teacher input the job. Jorge said the job should be on in 60 seconds. He advised to get a screen shot from the teacher. Pre Arranged jobs do not generate a call and only the SAA can do Pre Arranged. Luis Vicente Ovalles asked for the definition of a "Specified job" and a "Pre Arranged job" be on the FAQs.
3. We asked for a digital audit on SmartFind because some senior subs had reported not getting called at 5:30 AM or shortly thereafter. Jorge explained seniority is relative on a daily basis and the volume is lower on a Tuesday than on a Monday or Friday. Jorge said subs should email him if there is a problem.
4. Long Terms were reset due to the Strike. Jorge said days absent on a Long Term don't count if due to illness, bereavement, or personal necessity. He said, "conversations are happening."
5. Audrey asked when there are "material changes" to SmartFind and how the system operates, there should be sub input. Article 19 Section 14.0. Jorge said subs will be included in changes and invited to give input.
6. It had been reported that some subs hate getting called out of their Calling Areas and that counts as an unavailable which the District turns into EDD. Jorge said subs are responsible to answer from 5:30 AM to 7:00 AM. The contract states 5:30 AM to 8:30

AM but that has not been... 2 years. The District provides data to EDD. The reporting of the ISR information was a one time incident and Jorge said the information was considered material to that case. Jorge said subs are called for all of Central, all of North, all of South, etc. He said it is not mathematically possible to call out of the Calling Area. The system cannot do it. The changes from Calling Areas to Service Areas will be in effect next year. Is there a ten mile rule in the contract? Jobs beyond 10 miles can be declined. Reasonable Accommodations Requests are done manually. If any sub has a problem and thinks he was called outside the Calling Area, send Jorge an email and call.

7. What about the 400 new hires from other District's? Jorge said 1,300 LAUSD subs worked everyday. The District contracted with other vendors and private companies for nurses, psychologists, etc. 235 were accepted. Very few accepted assignments and they were hired for a specified time frame with the beginning and end date of the strike. They were considered temporary employees and not from another school District.
8. We asked how many subs do we have now? How many get 100 days? How many jobs on any given day? How many ISRs? Have Commendations increased? We have 3,860 subs, 1,130 have continuity. There are 1,800 subs used any given day. There have been 150 ISRs til now issued almost daily, especially Fridays for grabbing students, threats. Commendations have increased.
9. Jorge said the system will be programmed to give the school's address. Should this change be made? We will bring the question to our Sub Meeting. But it is being programmed to add addresses. It will take additional time. While some subs may not know the address, many subs have repeat jobs and are familiar. Luis suggested a prompt as "Hit prompt 1 if you want the address." We requested adding Special Ed information, parking information.
10. Some schools still do not have staff and office listings by the phones, and some schools still do not have sub folders, keys, etc. Subs are to document and to email Jorge Amador. We are to give a generic checklist of what we want included. They will be included as per the contract. Sub plans, IEP, 504 IRBP, key, schedule, map, phone extensions. ****Staff Relations will do updates with minimum information required.
11. ISRs. Subs must assert their right to have a meeting with the principal "before" the ISR is issued. We asked to have Staff Relations send an update on this. There should be an "invitation to meet, who the representative is and sent by Certified mail." But this is not happening. "The standard invitation has to go out before issuance of the ISR." Alejandra Sanchez said she would bring this back to her team. The District has 10 days to issue the ISR. It should not be written and handed at the school. Alejandra said it was a "point well taken." The Mandatory Informal Conference is after the ISR.
****Language to be added to the ISR: "asked to bring representation." This should

clarify. Alejandra said a notice would be sent to principals "Steps to issue an ISR." ALLA has a form they send. Alla.org to get copy of form online. Sub should ask, "Can this lead to an ISR?" The site Administrator should make a "reasonable" attempt to contact and confer with the substitute before issuance. Subs have the right to a meeting and to secure representation.

12. Data from Jorge Amador MLK Day 533 multi day assignments, "extended assignments" 200 subs on long term assignments, 1300 scabs average 1,800 subs per day, 1,300 crossed the picket line.
13. IRBP, Audrey brought this up. Intervention Behavior Plan. Subs need a training on the IRBP. Cheryl Brooks, Behaviorist with LAUSD, gives trainings to the teachers. The IRBP should be included with 504, IEPs. The question of any kind of physical restraint was brought up. Are subs to do any hands on in an effort to restrain. Ms. Brooks, the District Behaviorist had stated the Ed Code supports physical restraint. But subs are not given any training. Jorge asked 1. Did you behave reasonably? 2. Did your actions ensure student safety? Jorge said he would look into IRBP training for substitutes.
14. Auxiliary period. Subs have to ask at the "beginning of the day" to get paid. Also, if a sub gets a late call, they have to ask to make up time at the "beginning of the day."
15. The Sub Unit will have a 15% reduction of staff next year. There will be two people.
16. Long Term Extended Request Form goes to personnel specialist who changes the Subs pay scale. The extended pay is covered by Central in the difference between regular and extended, not the school.
17. With SmartFind, subs cannot go through available jobs and job hunt.
18. Commendations have increased. Sub Unit sends out a letter to principals explaining about Commendations. ISRs and Commendations are kept in file for 4 years but are not referred to.
19. 4.2 "Unfilled" position in old contract now changed to "vacant" in the new contract. Does this open door not to pay extended? This is a concern. Jorge Amador said he would look into it.
20. ADVANCE CALLING, now 5:30- 7:00 AM. Jorge proposed Advance Calling in the evening following Seniority rules.
21. Jorge proposed Advance Calling in the evening. Non Specified jobs would be entered into the System up to 30 days in advance. They won't count as "unavailables." The Advanced Calling can be programmed 30 days, 2 weeks, 1 week. We briefly discussed.

It has to be brought to the body of subs. An argument "for" is subs would know their job the night before. Arguments against are whether the Subs are by their phones in the evenings. There would be a volume of repeated calls. Jobs may be filled in the evening when the Sub was not home to answer and by morning 5:30- 7:00 AM the jobs will have been picked over and gone to other subs with lower seniority in the evening and subs with seniority may not get called in the morning. And this situation could be for a block of time that seniority subs could miss calls. Also, the evening Non Specified calls could interfere with Requests and Pre Arranged calls subs would get.

22. The next Meeting suggested was April 4th.

Audrey Linden

March 11, 2019