

# The Rights Stuff

LEA FR Council Thursday, November 17, 2011

Dan Studer, UniServ Director



## Reminders

**I. *Permission to be gone on a day before or after a break is only required if an individual is pre-arranging their leave to, hopefully, be ensured a substitute.***

**A. Wednesday, November 23, 2011, is an Elementary Plan Day. As such, it is a contract day and certificated employees are expected to be on duty. To use leave on that day, elementary teachers need only follow their building procedures to call in their absence. Teachers have no students. They do not have to pre-arrange leave. They do not need permission to be gone.**

Secondary teachers: Sorry, it is a student day and if secondary teachers are pre-arranging leave, secondary teachers must have advanced permission to be gone.

**B. Thursday, December 22, 2011, is a student day at all levels before the beginning of winter break, a contract day, and certificated employees are expected to be on duty. Teachers with students are expected to pre-arrange leave for the day if they are going to be absent and permission by Dr. Nancy Biggs must be given in advance.**

**C. Friday, January 6, 2012, is a teacher “professional duty day” at all levels, a contract day, and certificated employees are expected to be on duty. Friday, January 6, 2012, falls at the end of winter break just before the beginning of second semester which starts on Monday, January 9, 2012.**

**HOWEVER, because there are no students in attendance on January 6<sup>th</sup>, to use leave on that day, teachers need only follow their building procedures to call in their absence. Teachers have no students. They do not have to pre-arrange leave. They do not need permission to be gone.**

**D. Monday, January 9, 2012, is not considered a day following a break because January 6<sup>th</sup> is a contract work day for all staff. Teachers may utilize leave as usual without pre-arranging leave and receiving permission unless they want to pre-arrange leave to ensure getting the sub of their choice. Permission need not be granted.**

**II. No mandatory meetings of any kind (barring an emergency) can be called at the site or district level for teachers at any grade level by administrators, coordinators, peers, etc. on January 6<sup>th</sup>. January 6<sup>th</sup> is a teacher professional duty day for staff to engage “in professional duties at their discretion” [5-4 (a) 1 in the *Professional Agreement*].**