UTLA UNITED LOS ANGELES 2024-25 FALL CHAPTER CHAIR KICK-OFF LIST

August 2024

BEST BEGINNING OF THE YEAR PRACTICES

□ Review Article IV UTLA Rights

- Schedule regular chapter meetings
 - (i.e., weekly, monthly, bi-monthly...)

$\hfill\square$ Set up a conference schedule with the principal

• This is a weekly meeting with your principal to discuss any schoolwide issues as they arise

□ Make sure your SSC and LSLC are in place

- Make sure to work with your principal regarding elections
- If needed, check in with your Area Representative for guidance in the development of your LSLC (Local School Leadership Council)

Review Staff Roster

Sign-up non-members

Set up your CAT

- Identify your CAT Leaders
- Divide your staff into groups (by bldg., grade level, social groups...etc.)

□ Monitor your Chapter Talking Points

- Review the Chapter Chair Contract Enforcement
 Checklist
- Return calls from your Cluster Leaders

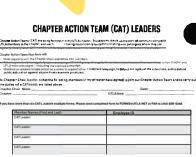
FALL CHAPTER ISSUES

- Norm Day: September 13, 2024
 - Meet with the principal prior to norm day to discuss potential displacements to ensure the contractual process

□ Class Size Review: See NEW Article XVIII section 2.3-4.0 (on www.utla.net)

□ SPED Class Size Issues: Article XXII section 2.0

- This is not a norm day reference. If there are any issues regarding class size in Sped see the CBA for a 5-workday remedy
- Evaluations-Initial Planning Sheet: See Article X, section 3.1-4.0







NEXT TRAINING DATES

- □ September 12: LSLC 101 (ZOOM)
- □ September 26: New Chapter Chair Training (ZOOM)
- □ October 17: LSLC 102 (ZOOM)
- November 7: How to Conference with a Principal/Responding to a Conference Memo (ZOOM)
- □ November 16: Contract 101 (In Person, UTLA 2nd Floor Auditorium)

Review <u>www.utla.net</u> for continued Chapter Chair Trainings

KNOW YOUR AREA LEADERSHIP

Area Chair:	
BOD:	
BOD:	

BOD:

KNOW YOUR AREA REPRESENTATIVE CONTACT

Rep Name:

Number:

Rep Name:

Number:

