

FAIRFIELD-SUISUN UNIFIED TEACHERS ASSOCIATION

PRESIDENT'S CALENDAR JAN. 22-28, 2018

Some of my duties this week included:

- Prepared for and facilitated Executive Board meeting
- Met with probationary teacher
- Reviewed billing invoices from district – billing retracted as error
- Followed up with maintenance on work order – issue resolved
- Met with F-SUTA Treasurer regarding accounts payable – issued payments
- Researched options for teacher surveys
- Completed initial step in forming Speech and Language Specialist Task Force
- Attended Open Forum at Green Valley
- Met with Bargaining subcommittee regarding DAM sheets and MOUs
- Met with CSEA President
- Assisted teacher with question about IEP coverage issue
- Met with HR and Grievance Chair – multiple issues
- Met with staff at Tolenas
- Attended post observation conference with member
- Met with teacher regarding hostile parent contact
- Met with CTA primary contact staff on multiple issues
- Met with Sheila McCabe on multiple issues
- Worked with Organizing Committee on presentation to Rep Council
- Attended and spoke at Governing Board meeting
- Supported teacher with credentialing issue – refer to attorney
- Supported teacher with administrative conflict resolution
- Worked with Office Manager on membership
- Worked on Site Teacher of the Year presentation
- Monitored and responded to member e-mail and telephone calls