

Standing Rules for MVLA DTA Representative Council Meetings

1. Representative (Rep) Council meetings shall be held in-person at rotating sites.
 - a. Suggested meeting rotation shall be MVHS, LAHS, AVHS, LAHS, MVHS
 - b. Meeting locations for all meetings should be announced when the schedule is announced for meetings
 - c. Rooms used for meetings should be classrooms or spaces that are able to remain private
 - d. Site Reps who are unable to attend may attend remotely with the understanding that engagement and participation is limited.
2. Representatives (Reps) from the host site will provide beverages, food, plates, napkins, utensils, and cups when necessary.
 - a. Reps are limited to \$100 - \$150 per meeting
 - b. Reps should provide all receipts to the Treasurer via email.
 - c. The Treasurer shall reimburse Reps no more than the amount they spent on those items
3. Hosting site shall
 - a. Provide a connection to a projection system.
 - b. Arrange seating in either a U-shape or a circle
 - c. Attendees shall assist in cleaning the room after meetings and assist with returning furniture to its original location (if the host requests).
4. Reps with documents to present at the meeting should bring enough copies for all attendees. We currently have 21 attendees for meetings, including the Executive Board.
5. After discussing negotiations, any paper handouts shall be returned to the Chief Negotiator
 - a. In order to avoid confusion amongst greater membership, negotiations updates will only be shared with membership when authorized by the Chief Negotiator until a tentative agreement has been made with the District.
 - b. Rep Council members will not share the details of the negotiated agreements. That information is shared by the Executive Board.
6. All members of the District Teachers' Association are welcome to attend Rep Council meetings
 - a. Only members authorized prior to the meeting, elected officials, or appointees of the Association will be given time and space to speak in Rep Council meetings
 - i. *The President may authorize a non-elected attendee to speak to an issue after requesting either through the chat on Zoom, or by passing a message to an elected member, who will present the request to the President.*
 - b. Negotiators may be invited to attend Rep Council Meetings in order to listen to input from the Rep Council for negotiations, if deemed necessary by the Executive Board.
 - c. CTA Local Liaisons when invited by the E-Board
 - d. Association Members who wish to provide information to the Rep Council should reach out to Site Reps who will convey that information to the entire Council
 - e. Association Members who wish to speak directly to the entire Rep Council will:
 - i. Complete a Google Form expressing their intention to speak
 1. The Google Form will be attached to the agenda
 - a. Submission should happen no less than 48 hours prior to the meetings.
 2. Members will have 3 minutes
 3. Speaker comments may become topics in future meetings
 4. No more than 5 speakers per meeting