

# THE SCTA EXECUTIVE BOARD

## General Responsibilities:

- Voting members of the SCTA board must carry at least **six (6) units per semester/quarter** with a **GPA of 2.5 or better**. Requirements may be waived for special circumstances, subject to CTA review.
- Must be SCTA members in good standing and not sign a full-time teaching contract with a public school district. (Exception is made for the Past Officer, who may be a first-year teacher).
- Building SCTA membership - recruiting and retaining members.
- Being responsive and accountable to all SCTA members. Respond to frequent communication.
- Representing SCTA in a professional manner. Maintain the oath of office.
- Writing articles for the "I Choose to Teach!" newsletter.
- Attending all meetings.
- Responsible for working as a team with other SCTA Board members.
- Advocating on behalf of public education and pre-professionals.
- Specific and full responsibilities listed in Standing Rules.

## President

- Attend: NEA Aspiring Leaders Conference, June 28-July 1, 2021 Virtual; CTA Presidents Conference, July 15-18, 2021 TBD and the CTA Equity & Human Rights Conference, March 4-6, 2022, TBD.
- Presides at the meetings of the SCTA Executive Board and Collaborative Forum.
- Serves as the official spokesperson of the Association and its policy leader.
- Coordinates the SCTA Fall Event.
- Attend the CTA Equity & Human Rights Conference Planning Committee meetings and the Martin Luther King Jr. Memorial Scholarship Committee meetings. \*
- **Must have junior academic standing by the fall term of the presidential year and have completed one full year of service on the SCTA Board.**

\*Attendance at these meetings and events is upon appointment by the CTA and/or NEA Board of Directors.

## Executive Vice President

- Performs all duties of the President in her/his absence.
- Chairs the Membership Committee and responsible for planning statewide membership programs.
- Coordinates the SCTA Collaborative Forum.

## Secretary-Treasurer

- Recording and distributing minutes for all meetings.
- Provide budget updates at each meeting.
- Administrative duties (i.e. reminders to the Executive Board).
- Compile the year-end report.

## Regional Vice Presidents (3: Northern, Central and Southern)

- Work with the Executive VP in coordinating statewide membership programs.
- Work directly with chapters, leaders and members in their region to provide resources, support, etc.
- Planning any regional events as assigned by the Executive Board.

## Social Justice Advocate

- Identifying and monitoring underrepresented minority concerns (not addressed by EMR and those that may arise in the future) regarding educational issues and Association activities.
- Focuses recruitment of ethnic and underrepresented students.
- Co-chair the Student Ethnic Minority Affairs Committee (SEMAC).

- Attend additional conferences:
  - CTA Equity & Human Rights Conference, March 4-6, 2022, TBD.
  - LGBTQ+ Issues Conference, October 29-31, 2021, TBD, when held by CTA (regionally).
  - Regional social justice conferences (non-CTA), budget permitting.
- Work directly with chapters, leaders and members in their region to provide resources, support, etc.
- SJA will be designated as a CTA Human Rights Contact or Women’s Issues Contact, respectively, and attend Contact training, July 18-19, 2021 TBD.
- Planning any regional events as assigned by the Executive Board.

### **Ethnic Minority Representative**

- Identifying ethnic and underrepresented minority concerns and issues.
- Focuses recruitment of ethnic and underrepresented minority students.
- Chair the Student Ethnic Minority Affairs Committee (SEMAC).
- Attend the CTA Equity & Human Rights Conference, March 4-6, 2022, TBD.
- EMR will be recommended to serve on the CTA Good Teaching Conference Planning Committee.
- EMR will be designated as a CTA Human Rights Contact or Women’s Issues Contact, respectively, and attend Contact training, July 18-19, 2021 TBD.

### **Communication Editors (3)**

- Attend the CTA Summer Institute Communications Strand at UCLA, July 25-29, 2021 (Sun-Thu).
- Responsible for SCTA publications and website content.
- Plan a newsletter timeline and work with the board and members to submit articles.
- Publish six issues of the “I Choose to Teach!” e-newsletter.

The following Board positions are not elected at the Student CTA Collaborative Forum:

### **Liaison to the California Commission on Teacher Credentialing (CCTC)\***

- Attends all CCTC meetings and promptly submits reports to the board (approximately 6).
- Attends the CTA Liaisons meeting and Credentials and Professional Development Committee meetings at State Council.
- Attendance at statewide conferences.
- Represents students’ interests.

**\*This position is appointed by the CTA Board of Directors, and not elected at the Collaborative Forum.**

### **Past Officer\***

*Ex-officio non-voting member of the SCTA Board*

- Chair of the Elections Committee.
- Conducts elections for NEA RA delegates, State Council Reps and the Executive Board.
- Serves as Parliamentarian.
- Must have served on the board previously and may be a CTA member (first-year teacher).

**\*This position is appointed by the incoming and outgoing board members immediately following the Collaborative Forum.**

### **State Council Reps (4) \***

- Vote and represent student and pre-professional interests on CTA’s policy body, State Council.
- Attend assigned committee and subcommittee meetings of State Council.

**\*These positions are elected via an all-member paper ballot.**