

Importance of New Employee Orientations (NEO)

- SB 191: Ability to have time to share information re: the Association
- AB 119: Ability to get new hire information
- Opportunities to codify in the Coordinated Bargaining Agreement (“The Contract”) language re: when and how the chapter will receive the information.



AB 119:

The bill requires applicable public employers to provide the exclusive representative with...

- ...mandatory access to its new employee orientations
- ...not less than **10 days' notice in advance** of an orientation, except as specified. The structure, time, and manner of exclusive representative access shall be determined through mutual agreement between the employer and the exclusive representative
- ...the **name, job title, department, work location, work, home, and personal cellular telephone numbers, personal email addresses** on file with the employer, and **home address** of newly hired employees **within 30 days** of hire **or by the first pay period** of the month following hire
- ...for all employees in the bargaining unit at least **every 120 days**, except as specified.



[Assembly Bill No. 119, CHAPTER 21, Approved by Governor June 27, 2017.
Filed with Secretary of State June 27, 2017.]

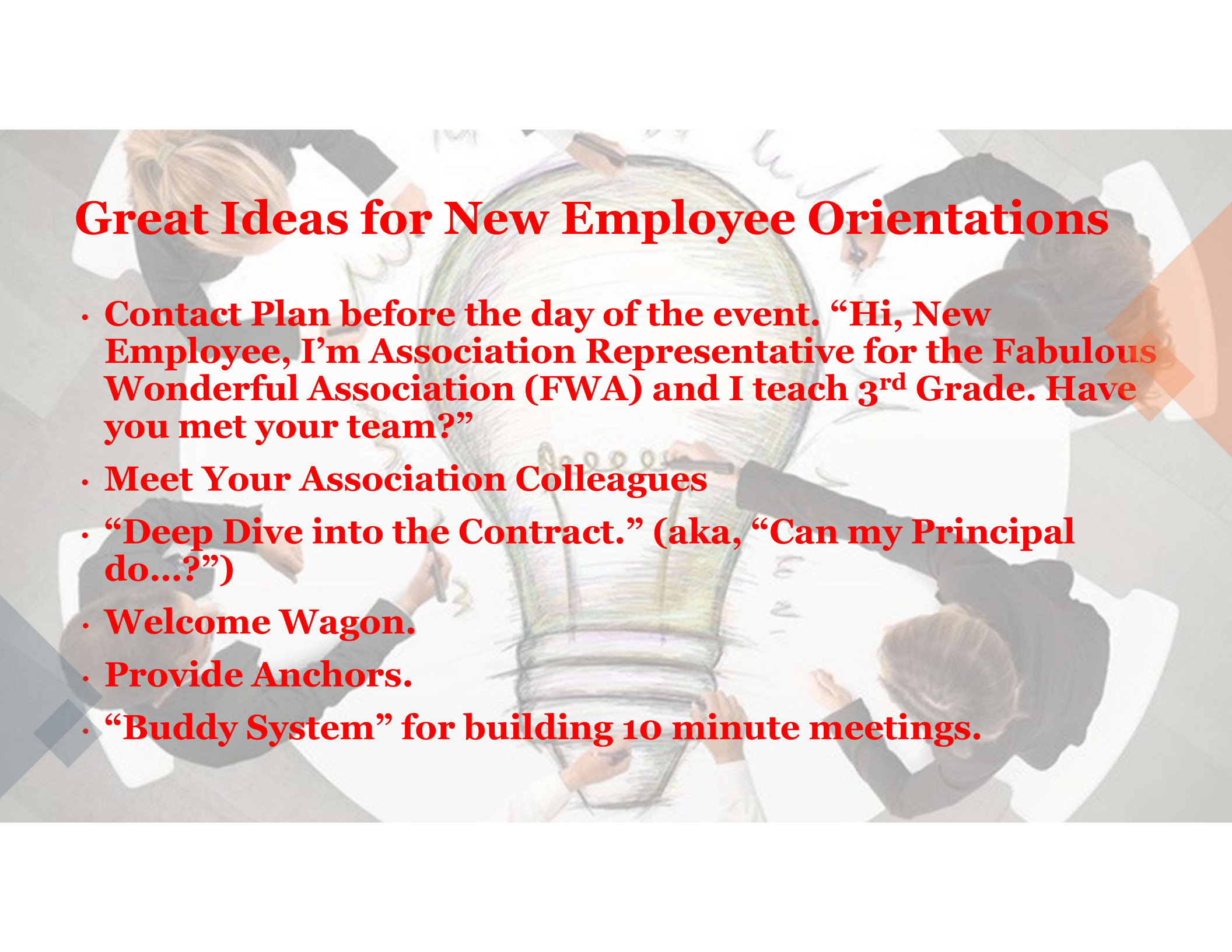
Summary of the NEO portion of SB 191:

Until June 31, 2025, the NEO portion of SB 191 entitles a labor union to schedule an in-person meeting at the worksite during employment hours, if a public employer has not conducted an in-person new employee orientation within 30 days.

Newly hired employees are relieved of other duties in order to attend the meeting, during which the labor union is authorized to communicate with newly hired employees in the applicable bargaining unit for up to 30 minutes on paid time.

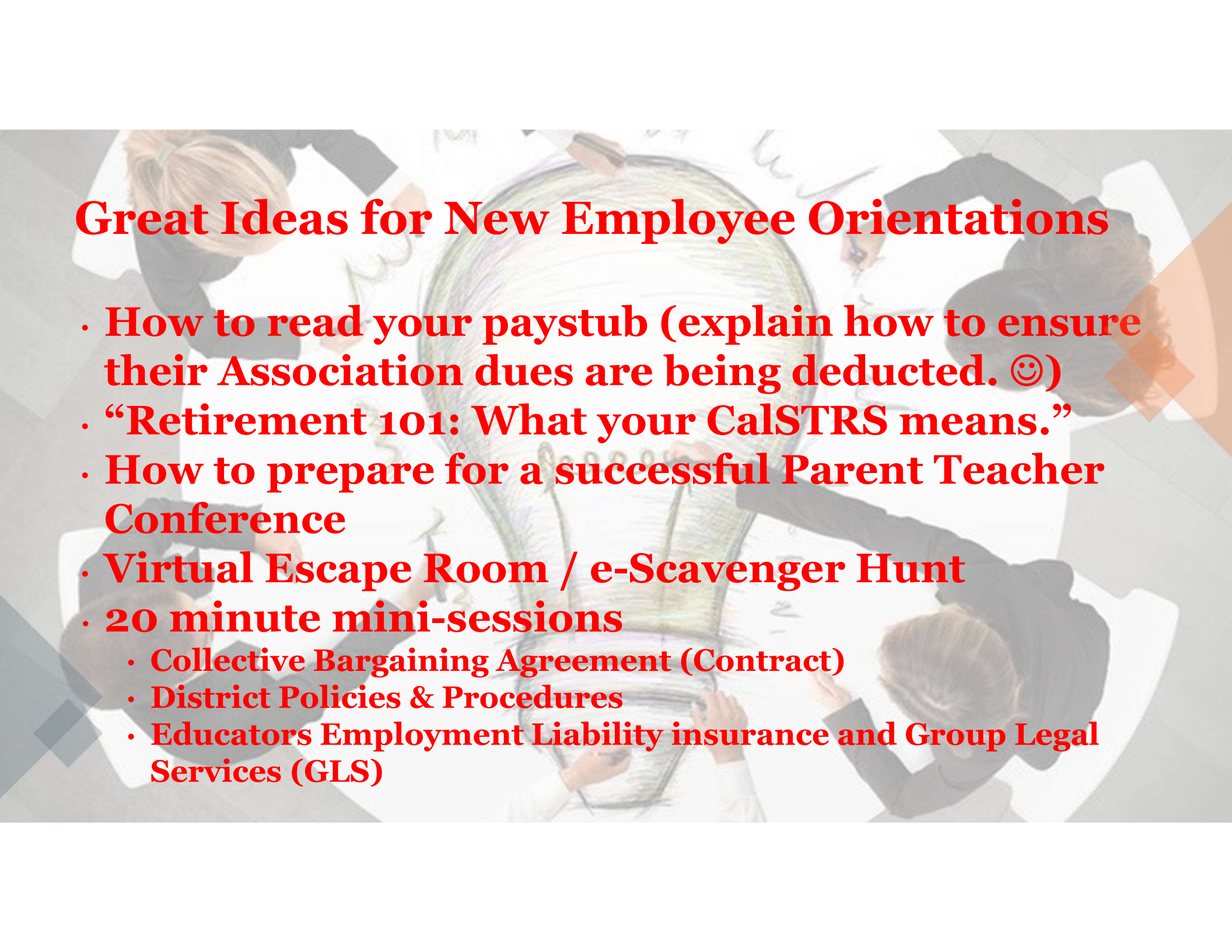
The NEO portion of SB 191 requires employers to provide appropriate onsite meeting space within seven calendar days of receiving a request from the labor union, and authorizes a labor union to schedule multiple meetings or schedule a meeting or meetings once the order is lifted or modified, if the state or a local public health agency issues an order limiting the size of gatherings or prohibiting gatherings.

The NEO portion of SB 191 authorizes the employer and the exclusive representative, through mutual agreement, to waive or modify these requirements.

The background of the slide features a top-down view of several people in business attire gathered around a large, round table. In the center of the table is a large, hand-drawn lightbulb. The people are holding pens and appear to be in a collaborative meeting or brainstorming session. The overall tone is professional and creative.

Great Ideas for New Employee Orientations

- **Contact Plan before the day of the event. “Hi, New Employee, I’m Association Representative for the Fabulous Wonderful Association (FWA) and I teach 3rd Grade. Have you met your team?”**
- **Meet Your Association Colleagues**
- **“Deep Dive into the Contract.” (aka, “Can my Principal do...?”)**
- **Welcome Wagon.**
- **Provide Anchors.**
- **“Buddy System” for building 10 minute meetings.**

An overhead view of several people sitting around a large table, looking at a large circular diagram or map. The image is faded and serves as a background for the text.

Great Ideas for New Employee Orientations

- **How to read your paystub (explain how to ensure their Association dues are being deducted. ☺)**
- **“Retirement 101: What your CalSTRS means.”**
- **How to prepare for a successful Parent Teacher Conference**
- **Virtual Escape Room / e-Scavenger Hunt**
- **20 minute mini-sessions**
 - **Collective Bargaining Agreement (Contract)**
 - **District Policies & Procedures**
 - **Educators Employment Liability insurance and Group Legal Services (GLS)**

Toolkit for Recruiting and Working with New Hires

Full document: www.cta.org/leader-resources/member-recruitment-and-engagement



1: Prepare and Plan for Orientation

- Become familiar with CTA's *Member Recruitment and Engagement* website & resources
- Send a "Welcome" letter that includes an inspirational vision of the union
- Establish a "Buddy" or mentor system to help new hires feel supported
- Train leaders to initiate 1:1 conversations and build a membership ask
- Chart, Chart, Chart: Track involvement in union activities to allow your chapter to assess its strength
- Ask them to sign up! (Some non-members say they just weren't asked to join)

2: Engage New Hires Before, During, and After Orientation

- Host a "Meet Your Association" event for new hires (*contract and district policy highlights, federal/state funding, local organizing priorities, and/or Member Benefits topics*)

3: Acquire Employee Lists (AB 119) to Connect with New Hires Before their First Day

- Request the data routinely (not just beginning of year)
- Review school board meeting agendas for new hires so you can reach out even before the first day of work