

# **Poway School Employees Association**

*Regular Meeting of the Board of Directors*  
**PSEA Administrative Offices**  
**13378 Poway Road, Poway, CA 92064**  
**MINUTES for November 18, 2014**

**QUORUM CALL/CALL TO ORDER 4:46 p.m.** A quorum was established.

<b>BOARD OF DIRECTORS</b>	
<b>PRESENT</b>	<b>ABSENT</b>
Lynnette Turner , President	Yoenda Dornan, Secretary (excused)
Doug Nicoll, Member At Large	
Susan Hartman, Member At Large	
Linda Farmer, Vice President	
Marcelle Ouellet, Parliamentarian	
Mary Jo Stollfuss, Treasurer	
<b>OTHERS PRESENT</b>	
Ricardo Ochoa, members (see sign in sheet)	

## **REVIEW AND APPROVAL OF MINUTES**

Motion to read and approve the minutes of the last Executive Board meeting: Motioned by: Doug Nicoll; Seconded by: Mary Jo Stollfuss. Motion: carried.

Tonight's minutes will be taken by Lynnette in Yoenda Dornan's absence.

## **OFFICER REPORTS**

### **President's Report**

The President reported:

- Annual Audit. Our annual financial audit was conducted by Duffy, Kruspodin, & Company and was completed successfully. There are no errors or discrepancies to report and our financial policies and procedures are accurate and in compliance. Treasurer Mary Jo and I will be scheduling time in the near future to meet again with our auditor to go over how we can implement some suggested improvements to our accounting processes which will fit better with our growth as an organization. With the financials all completed, the Hudson Notice was sent out to all non-members in accordance with the state's requirements.
- Investment Policy/Financial Committee. DOUG volunteer. I met with Marc Houle again (financial consultant) to discuss changes to our Investment Policy and make it more current with opportunities for our organization to consider. Ricardo joined me in discussing this with Marc. Marc, Ricardo and I will be taking a first crack at some revisions and then hope to have the Financial Committee review the policy and get it ready for recommendation to the Board.
- Current Issues:
  - 2015-2016 School Calendar. The Calendar Committee, a group of PFT, SEIU, PSEA and management stakeholders, met to discuss the student calendar for the 2015-2016 school year. The calendar was submitted to the School Board on November 17 and

approved. It is posted on the PSEA website. Of special note, during the 2015-16 year, there will be a total of 262 work days. That means that the 12 month employees, whose contract year is only 245 days, will take two extra days off in July. These extra days are no work, no pay, just like a Saturday. 2 days for IAs

- The elections are over and we welcome three new School Board Members to the PUSD Board: Michelle O'Connor-Ratcliff, Charles Sellers and T.J. Zane. Two of these members-elect, Michelle and Charles, were supported by PSEA for their willingness to hear our concerns and acknowledgement of the contribution of classified staff to Team PUSD. This is a monumental success for us as employees and as an organization. We have participated fully in the democratic process and have brought about positive change. We look forward to continuing our work on issues that matter most to classified employees: respect, collaboration and equity.
- Negotiations continuing. We are reaching a tough place with very little that isn't economic in nature and the District's stance is that it has no money. Counsel will give a more detailed update in his report.
- The Superintendent's Team PL (Professional Learning) has restarted its meetings and continues with the work of identifying the components of a professional learning system for all staff; and
- I am keeping busy with ongoing employee representation matters concerning evaluations, reclassifications, labor relations and general contract interpretation.
- Officer full-time release. We have grown to a unit of over 1400 employees and our representation needs have grown, as well. In addition, I am happy to report that our operational needs are increasing as we become a successful business entity, and our day to day office responsibilities require more manpower to sustain. To that end, I will be presenting a General Order to the Board at our December meeting regarding releasing another officer full time to handle PSEA employee representation, negotiations and daily business operations.
- Professional Learning Advisory Board and Coordinator. When our contract is ratified, we will be able to move forward with our new Professional Learning article, which provides for the creation of an Advisory Board and a Coordinator on release to PSEA full time. There are three individuals who have been working with me over the past year and a half regarding professional learning and I am recommending that they be approved as the first Advisory Board. One of the first tasks of the Advisory Board will be to develop the roles and responsibilities of the board, as well as flesh out the details of the Classified Learning Cooperative (CLC) incentivized learning program. Jan Costa, Connie Hawkins and Jolie Napier have exhibited great insight, creativity and dedication to classified professional learning and I feel confident that they will be a great first Advisory Board. Additionally we will need a Coordinator to ensure all components of the program are tended to. I am inviting discussion from the Board on how the Coordinator shall be chosen. Bring forward as a motion for next month.
- PSEA office will be closed during the Thanksgiving and the Winter breaks.

### **Vice President's Report**

The Vice President reported:

- Personnel Commission meeting was attended by the Executive Board. The Commissioners heard our objection to the Director serving on the District's Negotiation Team and caucusing

with them. We felt that the Director should be an unbiased resource for both District and PSEA. The Commissioners discussed it further in closed session with no report.

### **Secretary's Report**

Due to extenuating circumstances, the notice of nomination and election was not announced by October 31<sup>st</sup> as required by the PSEA Bylaws. As such, the Secretary is requesting the Board review and approve the election forms and following timeline for elections:

- Notice and release of Declaration of Candidacy form – November 19, 2014
- Deadline for return of Declaration of Candidacy form – December 19, 2014
- Deadline for accepting membership applications for voter eligibility – December 31, 2014
- Ballots mailed to regular members in good standing – January 9, 2015
- Ballots due back to PSEA office via U.S. mail – January 26, 2015
- Ballots counted and results published – January 27, 2015
- Installation of officers - February 10, 2015.

The above timeline alters the dates as specified in the Bylaws, however, the timeline honors the requisite timeframe for candidates to declare and gather signatures for their petition, which is approximately 30 days. Motion by Linda Farmer to approve the election forms and timeline for elections as presented by the Secretary; Seconded by: Mary Jo Stollfuss. Motion: carries.

Motion to accept the recommendation of the President for the election committee: Marcelle Chairperson, and Lynnette Turner, Angela Maura, Jan Costa, Connie Hawkins, Janet Alkema, Mary Jo Stollfuss as members. Motioned by: Linda Farmer; Seconded by: Doug Nicoll. Motion: carried.

### **Treasurer's Report**

Starting balance: 379,072.85

Income: 32,411.37

Expenses: 29,814.00

Ending balance: 381,996.38

The president ordered the Treasurer's Report be filed.

New Member total: 844

### **Parliamentarian's Report**

None.

### **Members at Large Reports**

Doug Nicoll reported:

- Feedback on the School Board election from our members has been mostly positive.
- There was a suggestion to participate in the District's adopt-a-family or something of our own.
- Teacher comments were received on the disparity between what a teacher pays for health insurance and what classified employees. They were surprised.
- Teacher comments were received regarding the election have been favorable about who won.

Susan Hartman reported: None.

### **GENERAL COUNSEL'S REPORT**

Ricardo Ochoa our General Counsel reported:

- Negotiations:
  - District has proposed 1%, for PSEA to allocate as it wishes.
  - PSEA has identified various long-standing inequities which need to be addressed, including but not limited to Health & Welfare.
    - District has resisted making progress on these inequities beyond the 1%, but did agree to a one-time distribution of OPEB funds for premium supplements for the 2015 Plan Year.
    - PSEA was able to use those OPEB funds to eliminate the tiers on health benefits and otherwise soften the blow of premium increases.
    - PSEA has made it clear it is not going to start using its wage increases to buy down the inequities, because that perpetuates those inequities.
  - PSEA recognizes that fixing these inequities will be a multi-year effort.
- Employee Issues:
  - Assisting employee facing potential discipline
  - Looking at various issues in ESS
- Grievances:
  - 2 Weingarten grievances in ESS
- Litigation:
  - Awaiting PERB agent's decision re Unit Modification petition to add substitutes and limited term employees to the PSEA unit
  - Filed PERB charge re BSS In-Service, awaiting decision re issuance of complaint
- Other issues:
  - Personnel Commission reappointment
  - PC Rule change re student workers
  - Changes in classifications

### **GENERAL ORDERS**

None.

### **COMMITTEE REPORTS**

#### **Personnel Commission Task Force**

- Last month we approved several volunteers to the Personnel Commission Task Force. I have two additional volunteers, Lisa Ibanez and Kim Carroll. Motion to accept the recommendation of the president to add Lisa Ibanez and Kim Carroll to the Personnel Commission Task Force. Motion by: Susan Hartman; Seconded by: Marcelle Ouellet. Motion: carries.
- We are in the process of scheduling our first meeting; hopefully the first or second week of December.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**GOOD OF THE ORDER**

- It's Lynnette's birthday today.
- Janet Alkema's daughter who has graduated from medical school now has a job offer as a medical resident in Utah!

**ADJOURN TO CLOSED SESSION:** 6:06 p.m.

**EXECUTIVE SESSION:**

The Board entered the Executive Session at 6:06 p.m. and adjourned at 6:42 p.m.

**COUNSEL'S REPORT ON EXECUTIVE SESSION:**

There is nothing to report.

Next Meeting Date: December 16, 2014.

**ADJOURNMENT**

**6:42 p.m.**

It was moved by Susan Hartman and seconded by Marcelle Ouellet to adjourn the meeting. **Meeting adjournment was approved by unanimous consent.**

ATTEST:

\_\_\_\_\_  
Yoenda Dornan, PSEA Secretary

Date: \_\_\_\_\_