

# **Poway School Employees Association**

*Regular Meeting of the Membership and  
Board of Directors*

**PSEA Administrative Offices  
13378 Poway Road, Poway, CA 92064  
MINUTES for January 13, 2015**

**MEMBERSHIP MEETING CALL TO ORDER 5:00 p.m.** There were 28 members in attendance.

## **MEET YOUR LEADERS**

Members were introduced to the Board of Directors and heard brief presentations from each: Lynnette Turner, President; Mary Jo Stollfuss, Treasurer; Marcelle Ouellet, Parliamentarian; Susan Hartman, Member at Large; Doug Nicoll, Member at Large. Also introduced was newest Member at Large, Kim Carroll, who will begin her two year term after installation on February 10, 2015.

## **THE YEAR IN REVIEW**

The President presented a visual "Annual Report" on the activities of the Association during 2014. The Association's Mission and Objectives were stated, and the below activities highlighted leadership's efforts to meet the Association Objectives:

Representation:

- 81 case files (individuals and groups), plus numerous small non-case issues
- PERB Unfair Labor Charge
- Unit Modification Petition to include members into the unit
- Subjects addressed:
  - Contract interpretations
  - Reclassification Requests
  - Salary Allocations
  - Evaluation Conferences
  - Terminations
  - Supervisor/Coworker Relations
  - Working 'out of class'
  - Reductions/changes in Vacant Positions
  - Inappropriate Hiring of Substitutes
- Committee Work:
  - Education Financial Incentive (Doug Nicoll, Connie Hawkins, Lynnette Turner)
  - Insurance/Benefits (Linda Farmer, Lynnette Turner)
  - Safety (Marcelle Ouellet, Robby Boyd, Lynnette Turner, Greg Milligan)
  - Personnel Commission Task Force (Christa McIntosh, Kim Carroll, Yoenda Dornan, Jan Williams, Eileen Lalone, Sharon Struck, Nancy Hall, Susan Hartman, Lynnette Turner)
  - Scholarship (Yoenda Dornan, Les Peabody, Courtney Davis-Martin, Nancy Schiffer)
  - Legislative (Doug Crooks, Susan Hartman, Teri Johns, Doug Nicoll, Lynnette Turner, Diane Zimmermann)
    - Participation in local school board election with positive outcomes

Communication:

- Website
- Tuesday Talk! weekly updates
- Social Media
- Keeping in contact with other bargaining units
- Negotiation updates

Negotiation:

- 2013-14 Round:
  - Obtained 2.5% total increase to salary schedule
  - Obtained one-time distribution for benefit eligible members
  - Promise of dedicated professional learning monies
- 2014-15 Round:
  - 1% pending final approval, plus “me too”
  - MOU signed re Professional Learning Program to accelerate start up

Community Building:

- Increase in Professional Learning opportunities to build member skill/knowledge base
- Professional Growth Day in January 2014- Collaboration with CTAE and Personnel Commission
- Education Financial Incentive Program- reimbursing members for their learning (45 employees taking advantage in 2014)
- New Professional Learning Program containing:
  - Advisory Board- to create and develop program opportunities
  - Dedicated Coordinator- to manage and coordinate program components
  - Professional Partner Program (P3)- partners to assist probationary employees succeed.
  - Classified Learning Cooperative (CLC)- incentivized learning that can boost your salary.
- Office lease signed for another 3 years, signaling Association sustainability and providing adequate space for meetings, events, retirement seminars, and staff.

### **LOOKING FORWARD**

The President detailed the issues that are on the agenda for the upcoming year:

- Negotiations to be finalized for 2014-15
- Re-openers begin in February/March 2015 for the 2015-16 year
- Salary Study being conducted and due to be finalized in January 2015
- Personnel Commission Task Force researching PC policies and procedures
- Professional Learning Program development and implementation
- Continuing Employee Representation with qualified and trained employee reps
- Increasing Membership – Through our members comes our strength!

### **WHAT MATTERS TO MEMBERS**

The Membership was given an opportunity to let the Board know of their concerns and questions. There were no specific needs given; approval rating was given through applause. Door Prizes were awarded to attendees; congratulations to all and thank you for attending.

**ADJOURNMENT TO THE BOARD OF DIRECTOR’S MEETING**

The Membership Meeting was adjourned at 6:12 p.m.

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**BOARD OF DIRECTORS QUORUM CALL/CALL TO ORDER 6:22 p.m.** A quorum was established.

<b>BOARD OF DIRECTORS</b>	
<b>PRESENT</b>	<b>ABSENT</b>
Lynnette Turner Mary Jo Stollfuss Marcelle Ouellet Doug Nicoll Susan Hartman	Linda Farmer (excused) Yoenda Dornan (excused)
<b>OTHERS PRESENT</b>	
Kim Carroll, Ricardo Ochoa, Jan Simpson, Janet Alkema	

**REVIEW OF MINUTES**

Motion to read and approve the minutes of the last Executive Board meeting: Motioned by: Susan Hartman; Seconded by: Mary Jo Stollfuss. Motion: carried, unanimously.

**Parliamentarian’s Report**

The Parliamentarian Reported: That the nomination of officers was closed. There was only one candidate for each position: Vice President (Linda Farmer), Secretary (Yoenda Dornan), Member at Large #1 (Doug Nicoll) and Member at Large #2 (Kim Carroll). Declarations of Candidacy and Petitions were in order and all were Members in Good Standing. Per the Bylaws, all were deemed elected through acclamation and there is no need for a ballot election. The four officers-elect will be installed on February 10, 2015 at the next Board of Director’s meeting.

**Treasurer’s Report**

Starting balance: \$409,249.26  
Income: \$31,827.85  
Expenses: \$28,085.59  
Ending balance: \$412,933.56

The president ordered the Treasurer’s Report be filed.

New Member total: 882

**GENERAL ORDERS**

1. GO2014-12-01 Second Reading and Approval; Motion to authorize one officer of the Board of Directors to go on full-time union leave of absence to conduct Association business for the remainder of this academic year (2014-2015) and reallocate resources in the approximate amount of \$36,000 to accommodate reimbursement to PUSD for salary and benefits. Motioned by: Doug Nicoll; Seconded by: Mary Jo Stollfuss; Motion: carried unanimously.
2. MO2015-01-01; Motion to approve attendance of two representatives at the S.S.C. Governor's Budget workshop in Ontario, CA; Motioned by: Susan Hartman; Seconded by: Doug Nicoll; Motion: carried unanimously.
3. MO2015-01-02; Motion to authorize the purchase of office furnishing in an amount nte \$800; Motioned by: Susan Hartman; Seconded by: Mary Jo Stollfuss; Motion: carried unanimously.

**COUNSEL'S REPORT**

Ricardo Ochoa reported:

- Update on the PERB charge regarding the elementary administrative assistants being required to attend the BSS in-service; PERB has issued complaint and the District has responded. In the District's response, they produced a document containing PSEA/employee emails that prompted us to file an amended charge alleging surveillance of our protected activity. PERB is considering that now; in light of that, the Settlement Conference has been rescheduled to March 6th.
- Update on the PERB petition to add the limited term employees to our unit: we anticipate having something from PERB near the end of February.

**COMMITTEE REPORTS**

None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**ADJOURN TO EXECUTIVE SESSION**

The Board did not adjourn to Executive Session; there was no business to be discussed.

Next Meeting Date: February 10, 2015.

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Date: January 13, 2015

**ADJOURNMENT**

6:46 p.m.

It was moved by Doug Nicoll, seconded by Susan Hartman, to adjourn the meeting. **Meeting adjournment was approved by unanimous consent.**

ATTEST:

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Yoenda Dornan, PSEA Secretary

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