

Poway School Employees Association
Board of Directors Meeting
12245 World Trade Drive, Suite H
San Diego, CA 92128
WEBINAR

MINUTES for April 26, 2023

BOARD OF DIRECTORS	
PRESENT	ABSENT
Courtney Martin, President Nancy Brundrett, Vice President Davin Erickson, Secretary Shannon Reed, Member At Large Beatriz Cruz-Rivera, Member At Large	Nancy Hall, Parliamentarian (excused)
OTHERS PRESENT	
Pamela Contreras, Director of Employee Relations Ricardo Ochoa, General Counsel List of other attendees on file in the PSEA office	

BOARD MEETING

QUORUM/CALL TO ORDER 4:46 p.m. An absence of a quorum was established.

CLOSED SESSION

- Nothing to report.

REVIEW & APPROVAL OF MINUTES

- **March 7, 2023 Meeting Minutes** – The President moved to review and approve the Minutes at a later time during the meeting, due to an absence of a quorum at this time.

OFFICER REPORTS

PRESIDENT'S REPORT

The President reported:

- **Negotiations**
 - We are actively in negotiations and our Negotiations Team has done a lot of work. We wish to give a big thanks to our Team for taking the time to do this important work. One of our main focuses is looking at the Consultant's results from the Classification Review. We are still using the IBB method (Interest-Based Bargaining) in successor negotiations and working through article-by-article in the contract. We are also making some legislative changes with the help of our General Counsel. We are getting there. We are also spending a lot of time on wages. Any agreements that change the existing CBA will be put to a ratification vote by the Members.
- **Juneteenth**
 - Juneteenth is now recognized by the state of California as a holiday as of Fall 2022. Holiday pay will be given to employees whose work year ends on or after June 19. No one's calendar year will be extended this school year. Eligible employees will see the benefit of holiday pay beginning in 2023-2024. James Jimenez (PUSD Associate Superintendent of Personnel Support Services) sent out information a few days ago regarding Juneteenth 2023.
- **Job Description Changes**
 - Employee feedback regarding job descriptions has been submitted to the Consultant. The Consultant made salary recommendations for all years in the Review, not just Years 3-6. Any salary recommendations will be forwarded to the Personnel Commission before they

are presented to the School Board. There will be a review process with the Consultant if there is concern from PSEA and its Members regarding changes to the job descriptions or input not reflected in the updated draft job descriptions. Final drafts will be forthcoming. PSEA is aware that some job descriptions now have arbitrary certifications added, so we will review and revise before they are finalized.

- **Benefits**
 - Our Benefits Committee recently attended a presentation by Keenan (the insurance brokerage and consulting company that handles PUSD's benefits). The rates appear to be going up, and we recommend that you really pay attention when Open Enrollment begins and look over all the elections. Kaiser is projected to go up and may no longer be the least expensive option for +1 and families.
- **Pro-ACT Training**
 - Pro-ACT training is coming up next week and we still have some open seats. The dates are May 3, 4, and 5 at the PSEA Office. If you are interested, contact Karen Burns at PSEA. To attend, you must commit to all three days. The next class will take place in August.
- **PSEA Expenses**
 - Our lease for our current office is up at the end of June 2023. We have found a building in the same complex that we are interested in moving to. The office is located directly behind our current office space.
- **Bylaws Committee**
 - **PSEA Bylaws**
 - PSEA Bylaws regulate how PSEA functions.
 - Original Bylaws were adopted by the membership in 2011, shortly after PSEA was certified to represent Unit I.
 - PSEA periodically reviews the bylaws and proposes updates for the members to approve.
 - Members revised the Bylaws in 2013 and again in 2018.
 - All Bylaws amendments must be approved by PSEA Board, then by the membership in a secret-ballot vote.
 - **2023 Proposed Bylaws Changes (in summary):**
 - Various proposed updates to the Bylaws as recommended by the Bylaws Committee:
 - Adding a requirement to the Bylaws that requires our Successor Agreements be ratified by PSEA members (which is already PSEA's practice).
 - Updating language regarding roles and duties of Board members.
 - Clarifying the election process for PSEA Board.
 - A modest increase in PSEA dues to reflect increased costs and the need to stay on firm financial footing.
 - Increasing the dues rate from 1.15% to 1.2%. This would increase dues by a nickel (\$0.05) for every \$100 a Member earns.
 - Gradually raising the monthly dues cap (for those who hit the cap) over the next three years by \$2 for a total of \$6 by 2025.

VICE PRESIDENT'S REPORT

The Vice President reported:

- We would like to give a shout-out to middle school Instructional Assistants who are finishing an online course through Chapman University regarding inclusive practices. This was made possible through a grant. Around 40 IA's participated. D-39 was not included in the grant because it is not a stand-alone middle school.
- A potential increase in dues is needed. We haven't done this in over 10 years. A lot goes into running this organization; this is a modest increase and will be well used. We do thoughtful and consistent shopping around for the best people, services, and products for the organization and we are always careful about how we use our dues money.

TREASURER'S REPORT

The Secretary reported:

Beginning Balance:	\$193,655.07
Deposits/Credits:	\$39,478.44
Withdrawals/Debits	\$25,417.58
Ending Balance:	\$207,715.93

The President ordered the Treasurer's Report be filed.

SECRETARY'S REPORT

The Secretary reported:

- Nothing to report.

PARLIAMENTARIAN'S REPORT

The President reported:

- The Parliamentarian has an excused absence.

MEMBERS AT LARGE REPORTS

- **Beatriz Cruz-Rivera:**
She has been talking with Shannon Reed, our other PSEA Member At Large, to begin reaching out to site reps. The idea is to collect ideas from our site reps about what has worked and hasn't at their sites. We want to start planning for next year. Beatriz spends a lot of time at various sites and looks forward to meeting more of our site reps. Also, regarding negotiations, it is a complicated process with a lot of parts, and we have done our best!
- **Shannon Reed:**
She concurs with Beatriz that we need to set up a game plan for next year to build enthusiasm and show non-Members the benefits of joining a Union and the true strength in unity. Thank you to all the Negotiations Team! It's not an easy task.

GENERAL COUNSEL'S REPORT

Our General Counsel reported:

- **ULP's (Unfair Labor Practices)**
 - We are currently handling two ULP's against the District:
 - 1) **Company Nurse** – There was a unilateral change to the Workers' Comp process without negotiating with PSEA.
 - 2) **Drug Testing** – Certain job positions require drug testing, like those that involve driving commercial vehicles. Previously, the District discussed with PSEA the right to do this more broadly, we said "no", and they went ahead and did it anyway in a pending case with one employee. We have elevated this case to a PERB charge.

DIRECTOR OF EMPLOYEE RELATIONS REPORT

The President reported:

- If you have a concern, it's better to bring it to us sooner, rather than later. These things are time sensitive. This includes issues with wages, which can be very difficult to go back years to fix things.

COMMITTEE REPORTS

- **Scholarship Committee – Gale Ching:**
 - The deadline to submit a scholarship application is May 12th. Check the PSEA website for the application and details.
 - June 2, 2023: Applicants receiving awards will be notified by email.
 - June 9, 2023: Awarded Scholarships checks will be mailed.
- **Professional Learning – Melanie Rodriguez:**
 - We will be sending out invites to interview candidates for the Mentor Program and we will be finalizing our decisions next week. We had a wonderful group of candidates and we're hoping to find ways to utilize all their wonderful skill sets.
 - We will be recruiting for the Professional Learning Advisory Board; staff will receive an email about that tomorrow.

- We wrapped up 4 CLC's and one is still ongoing. Initial results of the survey that was sent out Monday indicate that there is a strong interest in an event to learn more about Teacher Certification. It will likely be either on Wednesday or Saturday, depending on the availability of speakers. Also, we are working to put together a communication or problem-solving class. Wednesday evening via Zoom at this point is the most popular time. Details will be forthcoming. We are looking for CLC instructors for over the summer and for the upcoming school year. If anyone is interested, please reach out to Melanie.

REVIEW & APPROVAL OF MINUTES

A quorum was established.

- **March 7, 2023 Meeting Minutes** – *Motioned by:* Nancy Brundrett; *Second by:* Davin Erickson. Unanimously approved.

GENERAL ORDERS

The President reported:

- None reported.

BOARD RESOLUTIONS

The President reported:

- **BR2023-04-01:** Approval of Policy and Process for PSEA Preferred Vendors
Motioned by: Nancy Brundrett; *Second by:* Davin Erickson.
Unanimously approved.

NEW BUSINESS

- None reported.

MEMBER QUESTIONS/COMMENTS

- None reported.

EVENT CALENDAR

- | | |
|----------------|---------------------------------|
| • May 3, 2023 | Personnel Commission Meeting |
| • May 11, 2023 | School Board Meeting |
| • May 16, 2023 | PSEA Membership & Board Meeting |

ADJOURNMENT OF BOARD MEETING

5:53 p.m.

ATTEST:

Davin Erickson, PSEA Secretary

Date: _____

Next Meeting: May 16, 2023