

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

MINUTES for May 16, 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	

MEMBERSHIP MEETING

CALL TO ORDER 4:47 p.m.

FROM THE VICE PRESIDENT:

- Our year is wrapping up fast – let’s do something fun and different! Members were invited to use the meeting’s chat feature to describe something that brings them **joy** using only two words.
- Members were treated to a video from online personality “gregisms” (Greg Kata), a teacher who talks about his interactions with his students and the various ways they bring him joy.
- The Vice President would like all our Members to remember that what we do is for the kids, and as this very trying year comes to an end, it is the kids who see us and appreciate us most.

FROM THE PRESIDENT:

- Happy early Classified Employees Week! Time for a fun raffle to brighten our day! The President and The Secretary selected Members at random to receive gift cards.
 - Ginette Granados Jenkins, Ethelaine Centeno, and Deepa Suseelan

MEMBER QUESTIONS/COMMENTS

- ***When does our contract end and what is on the horizon?***
 - PSEA is actively working with the Superintendent and her cabinet in IBB (Interest-Based Bargaining) negotiations, charting out all the Articles and working toward agreements on these Articles. Highlights include our ratified 5% pay increase (effective July 1, 2023) and \$2.3 million to apply to the salary schedule based on the Consultant’s recommendations. Thank you to everyone who attended the online meetings to discuss potential changes to your job description and to those who attended the latest School Board meeting. It’s good for Management and our Board of Education to hear directly from all of you.
 - Next steps – to review the remaining articles and agreements for improvements to our Members, including a continuous cycle to review classifications and internal/external salaries. A list of bullet points was sent out from PSEA to Members recently. Contract agreements would go out to our Members for ratification. The 5% salary increase is already locked in and will take effect July 1. We will keep you updated.
- ***What’s happening with District hirings from outside agencies (to fill vacant positions)?***
Our Member At Large, Beatriz Cruz-Rivera reported:
 - This is one of the articles we worked on in negotiations yesterday. The District must go

back and provide information on the current number of employees they are hiring from outside agencies. Previously, these hirings filled positions such as OT (Occupational Therapy) specialists, but now they are hiring a lot of IA's (Instructional Assistants). PSEA is requesting this data to see how much money is being allocated to outside employees, rather than using the money internally.

- ***Is the 2023-2024 School Year Calendar finalized?***
 - PSEA always makes sure that the number of workdays is correct, and we have sent our recommendations to the District regarding start and end dates. The new holiday Juneteenth adds compensation to employees whose work year includes this holiday. The added holiday is causing a delay in finalizing the work year calendar. We are told it should be sent out by PSS (Personnel Support Services) shortly. Also, if you are asked to work an alternative schedule, let us know – this is negotiable. We want to ensure you are paid to work the proper number of days for your contract.
- ***When will the external review of job classifications be done?***
 - The internal and external salary recommendations were made by the Consultant and went forward to the Board of Education last week. Positions that were below the median of comparable jobs/districts were recommended for a range increase at the BOE meeting. Job classification descriptions are being updated and will be sent to all incumbents for final review before approval by the Personnel Commission. It is important for all incumbents to review their final job description when it is sent out. For those who feel their new job description does not accurately capture their responsibilities and expectations, there will be an appeals process and a form to complete and return. All PSEA classifications will receive the 5% across-the-board increase as ratified in February. In addition, many classifications were recommended for an additional percentage of pay increase based on the recommendations from the Consultant when some jobs' pay was found to be below the median. For more information, look to the meeting minutes from the May 11 School Board meeting, found on the PUSD website.
- ***What if your School Year start/end date changes, due to a transfer to another site?***
 - Contact payroll if this is your situation. There can be implications to your pay, so make sure you ask before you transfer.
- ***What happens to vacancy savings (District money unused due to unfilled positions)?***
 - The money currently goes back to the general fund.
- **MORE GIFT CARDS!**
 - The following winners were selected at random:
 - Liam McDonnel, Christina Abosarma, and Mary Cader
- ***Which job positions are being reviewed?***
 - Years 3 through 6. The Personnel Commission website (within the PUSD website) names the specific job families up for review.
- ***What is the length of our contract?***
 - Last time, we negotiated a one-year contract. Usually, it's 3 years, but we do have reopener negotiations every year for wages and benefits, in addition to one other article.
- **MORE GIFT CARDS!**
 - The following winners were selected at random:
 - Isabel Wagner, Cassandra Brown, and Christina Scheer

ADJOURNMENT OF MEMBERSHIP MEETING

5:26 p.m.

***** 10-MINUTE BREAK *****

BOARD MEETING

QUORUM/CALL TO ORDER 5:36 p.m. A quorum was established.

CLOSED SESSION

Nothing to report.

REVIEW & APPROVAL OF MINUTES

- **April 26, 2023 Meeting Minutes** – *Motioned by:* Beatriz Cruz-Rivera; *Second by:* Nancy

Brundrett.
Unanimously approved.

OFFICER REPORTS

PRESIDENT'S REPORT

The President reported:

- **Labor Relations**
 - Every month PSEA holds meetings with Management to discuss issues regarding difficulties in certain jobs (and not issues regarding concerns from specific individuals). Most recently, we discussed methods to retain substitutes and are working on an agreement to that end. If you have any questions or comments about this process, let us know.

VICE PRESIDENT'S REPORT

The Vice President reported:

- Our Vice President hopes everyone can find some joy. Also, enjoy the summer break. PSEA is with all our employees and is dedicated to making things better.

TREASURER'S REPORT

The Secretary reported:

Beginning Balance:	\$207,715.93
Deposits/Credits:	\$39,226.53
Withdrawals/Debits	\$125,996.97
Ending Balance:	\$120,945.49

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:**
Beatriz obtained the list of all PSEA site reps and newly hired employees. She has been studying these lists to see who is a Member and who is not. She hopes to touch base with site reps to get ready for next year as she looks forward to reaching out and adding new Members.
- **Shannon Reed:**
Nothing to report.
- **MORE GIFT CARDS!**
 - The following winners were selected at random:
 - Sandie Garrett and William Ho

GENERAL COUNSEL'S REPORT

Our General Counsel reported:

- **ULP's (Unfair Labor Practices)**
 - The two ULP's from last month are still pending. The District has responded by issuing a statement on these charges. Next steps and final resolution can be quick, or it could take months. There are no other new ULP's.
 - A Member's question: ***What happens if minimum wage goes up to \$18?***
 - We reserve the right to bargain over the impacts and effects if minimum wage goes up.
 - State minimum wage is triggered to go up with inflation, up to a cap of 3.5%. Since inflation has been above 3.5%, we expect the state minimum wage to go up by 3.5%, or to \$16/hr., next January 1.

DIRECTOR OF EMPLOYEE RELATIONS REPORT

Our Director of Employee Relations reported:

- It has come up a lot lately – employees not getting their breaks in accordance with not only our contracts, but the law as well. You are not responsible for finding coverage for your break. We are also trying to help some employees who are reporting that this has been the situation for years. Taking a break while still being expected to be physically at your post or on-call on a radio is not a break. That is not acceptable. You should not have to radio every day to make your break happen; there should already be an established schedule in place. It's a pervasive issue in the District.

COMMITTEE REPORTS

- **Professional Learning – Melanie Rodriguez:**
 - The May Learning Letter went out last week. Please let me know if you did not receive it. Please be aware that the District runs the CPR/AED classes, and we relay the info received. The EMSA designation is determined by the state and District.
 - We will be running the Pathways to Teacher Certification event on Wednesday, May 31 from 6 to 8pm via Zoom. We have confirmed that SDCOE will be there to answer any questions and we are working on having some universities also be present for that information session. It is free for classified staff, just be sure to RSVP to receive zoom information.
 - We have identified 3 new mentors (Sarah Cockrell – Attendance and Discipline, DO, Gabriele Pantfoerder, Student Data Tech, BMMS, & Steffanie Richardson-Rios, Registrar at MCHS). Please join me in welcoming them to the team. We will be doing a training session for all mentors on May 31.
 - We have received the applications for the PLAB members and will be reviewing them this week.
 - Save the Date for Pro-Grow – it is earlier this coming year – September 18, 2023. Plans are currently in the works. If you are interested in presenting, please reach out to me.
 - New CLC classes will be announced in the June Learning Letter.

Our Member At Large, Beatriz Cruz-Rivera reported:

- Online trainings from Keenan must be done individually. They were formally allowed to be completed as a group, but not anymore.

The President reported:

- All online trainings need to be done during work hours or you may request of your supervisor to do them on your own time with compensation on a time sheet.
- **Scholarship Committee – Gale Ching:**
 - The Scholarship Committee will meet on Thursday to award scholarships. More to report next time.

GENERAL ORDERS

The President reported:

- **GO2023-05-01:** Approval of New Office Lease
Motioned by: Nancy Brundrett; *Second by:* Davin Erickson.
Unanimously approved.
- **GO2023-05-02:** Approval of Modified Retainer for Attorney Services
Motioned by: Shannon Reed; *Second by:* Nancy Brundrett.
Unanimously approved.
- ~~**GO2023-05-03:** Approval of Revisions to Bylaws as Presented by the Committee~~
The President moved to revisit this General Order at the next meeting in order to correct some minor grammar and spelling errors.
(Ultimately revisited & revised at the May 24 Special Board Meeting.)

BOARD RESOLUTIONS

The President reported:

- None reported.

NEW BUSINESS

- None reported.

MEMBER QUESTIONS/COMMENTS

- None reported.
- **MORE GIFT CARDS!**
 - The following winners were selected at random:
 - Lori Calabrese, Roberta Markey, and Nancy Brundrett

EVENT CALENDAR

- | | |
|-----------------|------------------------------|
| • May 22, 2023 | Personnel Commission Meeting |
| • May 29, 2023 | Holiday – Memorial Day |
| • June 1, 2023 | School Board Meeting |
| • June 9, 2023 | Last Day of School |
| • June 13, 2023 | PSEA Board Meeting |

ADJOURNMENT OF BOARD MEETING 6:14 p.m.

ATTEST:

Davin Erickson, PSEA Secretary

Date: _____

Next Meeting: June 13, 2023