

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

MINUTES for August 24, 2022

BOARD OF DIRECTORS	
PRESENT	ABSENT
Courtney Martin, President Nancy Brundrett, Vice President Davin Erickson, Secretary Nancy Hall, Parliamentarian Courtney Brown, Treasurer	
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 5:02 p.m. A quorum was established.

CLOSED SESSION

Nothing to report.

REVIEW & APPROVAL OF MINUTES

- **June 14, 2022 Meeting Minutes** – *Motioned by:* Nancy Brundrett; *Second by:* Nancy Hall.
Unanimously approved.

OFFICER REPORTS

PRESIDENT'S REPORT

- **Tentative Agreement**
 - A summary of the recent Tentative Agreement between the District and PSEA was sent via e-mail to all classified employees. We hope you took the time to read it over. At tonight's meeting, we will review a Power Point presentation of all the highlights and details. Members in attendance are invited to submit questions using the chat feature.

The President reported (via Power Point Presentation):

- **Highlights of Tentative Agreement:**
 - *Salary increases averaging 10.5% over next year.*
 - *PSEA will return to the negotiating table in a few months to bargain for more salary increases, based on the results of the recent Salary Survey.*
 - *Won improvements in leave rights for both Units I and II.*
 - *Negotiated a Temporary Reassignment Pool stipend for certain classifications.*
 - *Further harmonized language in agreements between Unit I and Unit II.*
- **Salary Increase:**
 - **Average Salary Increase of 10.5%.**
 - If approved by Members, all PSEA members receive a 5% increase on their September 30 pay warrant, retroactive 5% increase to July 1, 2022 will be paid by the December pay warrant.
 - Step 6 (5% increase from Step 5) added to Salary Schedules effective January 1, 2023. PSEA Members that have been on Step 5 for one full year will receive a step increase on their January 31, 2023 pay warrant.

- PSEA secured a total of \$2.3 million in guaranteed additional compensation to be paid within a year, via the Classification Review Cycle.
- **Duration:**
 - One-Year Agreements (Expiring July 1, 2023)
 - PSEA will return to the negotiating table in a few months to bargain for additional salary increases.
 - PSEA and PUSD will review results of external salary study in September 2022.
 - PSEA and PUSD will begin “sunshine process” for new negotiations in November 2022.
 - PSEA and PUSD will start negotiations in mid-January 2023, after Governor’s January Budget is released.
- **Improvements to Leave:**
 - All employees can now use up to half of their annual sick leave accrual to care for ill family members.
 - All employees can now donate up to 25% of their accrued sick leave to the Catastrophic Leave Bank.
 - Previous agreements limited donations to 40 hours.
 - Unit I can now donate year-round to the Catastrophic Leave Bank.
 - Previous agreements limited donations to December of each year.
 - Unit II need only give a one (1) day notice for Compelling Reasons Leave.
 - Previous agreement for Unit II previously required a two (2) day notice.
 - This equalizes the Unit II language with Unit I.
- **Transfers:**
 - Employees in certain classifications can volunteer for the Temporary Reassignment Pool.
 - Employees who volunteer will be offered opportunities to temporarily work at a different work location (not to exceed 7 workdays).
 - Opportunities will be offered to employees on a rotating basis in order of classification seniority.
 - Employees who accept an offer of work will receive a daily stipend of \$25 in addition to their regular pay.
- **Evaluations:**
 - Unit II employees who have completed a year of service at Step 5 will only be evaluated every other year.
 - This equalizes the Unit II language with Unit I.
- **Holidays:**
 - Various clarifications to Holiday provisions.
 - Reorganized the list of Holidays to be in chronological order.
 - Specified when employees are entitled to Holiday Pay.
 - Clarified how Holiday Pay is calculated and what compensation is owed if somebody works a holiday.
- **Various Other Changes:**
 - Further Harmonized Units I and II.
 - Updated Article 1 (Definitions) for both Units I and II to match each other.
 - Updated Article 2 (Recognition) for Unit II to match Unit I.
 - Updated Article 4 (Payroll Deductions) to reflect current practice and match Units I and II.
 - Updated Article 5 (Work Hours) with correct number of workdays for 12-month employees.
 - Updated Article 15 (Layoffs) to reflect recent changes in state law.
 - Updated language throughout both Agreements to be more gender-inclusive.
- **Overview of Classification Review**
 - Personnel Commission has contracted with an outside company to review job classifications in years 3-6 (refer to Personnel Commission website for cycle information). PSEA agreement ratified in December 2021 ensures external salary study is conducted for all PSEA positions. Refer to the Salary Schedule to see which job families are included in the current year and subsequent years of the cycle.
 - Job families are placed within a specific year of the Study based on how long they have gone without a review, in addition to managing a reasonable workload for the Personnel

- Commission due to some families having more classifications than others.
- An email from Rebecca Lee (Director, Personnel Commission) was recently e-mailed to incumbents in the job classifications that are scheduled to be reviewed (years 3-6) and those that submitted reclassification requests.
- The email gave an overview of the Classification Review process as well as a link to participate in focus groups.
- **In Summary of Changes to the Contract**
 - These recent negotiations were what is called “successor negotiations”, where the entire contract is reviewed, as opposed to “reopener negotiations,” where only certain Articles of the contract are reviewed. The next round of negotiations will begin in January 2023. We made additional progress in salary increases and harmonizing the contracts of Unit I and II. If ratified by the Members, these proposals will go to the School Board for review at the September 8 meeting to take effect, if approved, on September 30. Retroactive pay is also included and will be paid out no later than December.
- **Timeline**
 - The President shared a visual timeline of when potential salary increases would roll out, should the latest proposals be ratified by the Membership. This timeline will be e-mailed to PSEA Site Reps. Another pending factor is the Salary Study, comprised of both internal and external reviews. Only Years 1 and 2 have been completed, having been initiated in 2017. Year 3 and beyond has been delayed for years, but we have a commitment from the District with the Years 3-6 internal review and the external review for *all* positions, whether they are eligible for internal review or not.
- **Polling**
 - PSEA wants to give a big shout-out to all the volunteers who have offered to work the polling stations. It is so important to have a strong turnout of Members voting. Please vote! Details were e-mailed out today of the times and places for polling stations. Ballot counting will be conducted on Tuesday at 3:30pm.
- **Questions & Comments**
 - **Longevity Pay** – At year 7.5 and every 2.5 years thereafter up to 30 years of service, there is an additional 1.5% pay increase. The longevity percent increase is added on top of any other percent increases, so it is calculated based on 1.5% of the new higher rate of pay. If you don’t know what your current Step or rate of Longevity Pay is, please contact your payroll technician.
 - **Contracting Out** – PSEA is looking into why the District can pay outside agencies to do our jobs but won’t pay us using that same money.
 - **“Yes” or “No” Vote** – We will be discussing possible scenarios later in this meeting based on whether our Members vote a majority “yes” or “no” on the latest contract proposals.
 - **Voting “Yes”** – A “yes” vote says that Members approve of all agreements and the timeline as stated.
 - **Voting “No”** – A “no” vote says that Members will not receive the provisions in the Tentative Agreement, and we will need to consider next steps.
 - Why do we have two units? In 2010, the local CSEA (California School Employees Association) decertified and formed PSEA (now Unit I). In 2016, the local SEIU (Service Employees International Union) decertified and joined PSEA. These two groups became Units I and II, and therefore, we maintain two separate contracts.
- **Short Staffing**
 - We are hearing from a lot of employees who are being asked to work out of classification, particularly involving medical assistance for students with special needs. Please contact PSEA so we can assist you with this. More information and updates will be shared at our September meeting.
- **Upcoming Poway Elections**
 - In November, three Poway Unified School Board seats are up for election. PSEA is not officially endorsing any candidates but wants to make sure our Members are informed as to who is running and for which Trustee Area. For Trustee Areas and if your area will be on the ballot, visit the PUSD website and look under “Trustee Board Elections” to see a map of the 5 Trustee Areas.
 - Trustee Area D is currently held by Michelle O’Connor-Ratcliff, who is running for reelection and has 1 challenger. Trustee Area C’s seat is currently held by T.J. Zane, who is not running for reelection; there are 3 other candidates running for this seat, including Heather

Plotske who is a current chairperson of PUSD's CAC (Community Advisory Committee). Trustee Area B is currently held by Ginger Couvrette, who is running for reelection against 2 other challengers. Ginger Couvrette is endorsed by the San Diego Republican Party; one of her challengers, Frida Brunzell, is endorsed by the San Diego Democratic Party. There is 1 additional challenger in that area.

- Candidates Heather Plotske, Ginger Couvrette, and Frida Brunzell all want to meet with PSEA. They will have an opportunity to speak to our Members at the September meeting to talk about their support of classified staff. Kevin Juza, a PSEA-endorsed candidate for School Board last time, is running for City Council, District 3 this time. For those who live in Poway, you will see his name on the ballot.
- **Labor Relations**
 - PSEA continues to bring your concerns to the District at our bimonthly Labor Relations meetings with Human Resources.

Our General Counsel reported:

- **Contract Ratification Next Steps**
 - If we vote "yes", the Tentative Agreement is approved; if "no", it is not approved. The impact of "yes" is that the agreements take effect, and we go back for further negotiations in January 2023. A "no" vote means there is no guarantee that we can get any more flexibility from the District, and they could declare impasse. If no resolution can be reached through the resulting mediation and/or impasse process, the District could pass their last best offer or maintain the status quo. These agreements feature gains that are easily twice as much as any local District has gotten in the last 12 months. If the stock market slides and we go into a recession, the District could take these agreements back due to the change in the financial strength of the state. A strike would still be possible, but that depends upon how long Members would be willing to be off work. We could end up with less, or more, or perhaps something that takes much longer to resolve. Whether the Members vote "yes" or "no", PSEA will be fighting for more to bridge the gap on wages.
- **Juneteenth Holiday**
 - There is existing language in our contracts that if the President or Governor proclaims a holiday, it becomes a paid holiday. State law also says that if the President or Governor proclaims a holiday, classified employees get a day off. There is some debate about whether what President Biden did regarding Juneteenth fits that definition under state law. PSEA has always maintained that it does. PSEA negotiated a pay-out for those who worked Juneteenth of 2021 and pushed for the District to observe Juneteenth in 2022. Due to the lingering ambiguity and a current lawsuit in Alameda County over this issue, we were unable to get the District to commit on how it will handle Juneteenth going forward. We will revisit this issue next year.

VICE PRESIDENT'S REPORT

The Vice President reported:

- Welcome back! We hope you enjoyed your summer break. To those who worked ESY (Extended School Year – a.k.a. "summer school"), thank you! We were short-staffed but worked through it. Happier staff makes for happier students. Look toward September 19 for our first Pro-Growth Day, to be run by Special Education. Our keynote speaker will be Shelley Moore with a focus on inclusion. If anyone knows an ASL interpreter willing to participate in this event, please contact me. A comment about SAI (Specialized Academic Instruction) – SPED is a service, not a location.

TREASURER'S REPORT

The Treasurer's Report was delivered by The Treasurer.

June 2022:

Beginning Balance:	\$186,173.54
Deposits/Credits:	\$38,222.51
Withdrawals/Debits	\$39,431.35
Ending Balance:	\$184,964.70

July 2022:

Beginning Balance:	\$184,964.70
Deposits/Credits:	\$42,018.00

Withdrawals/Debits \$23,773.52
Ending Balance: \$203,209.18

The President ordered the Treasurer's Report be filed.

SECRETARY'S REPORT

The Secretary reported:

- Nothing to report.

PARLIAMENTARIAN'S REPORT

The Parliamentarian reported:

- We had a Bylaws review meeting at the end of last school year; we will revisit mid-September.

MEMBERS AT LARGE REPORTS

The President reported:

- We are appointing one Member to a vacant Member at Large Board position (later this meeting), and we still have three more open. If you are interested, please contact PSEA.

GENERAL COUNSEL'S REPORT

Our General Counsel reported:

- Contract negotiations – We are looking forward to jumping back in in a few months. We have made good progress and momentum.
- ULP's (Unfair Labor Practices) – We have 2 current ULP's. One involves the District unilaterally changing an agreement that affected a Member's pay, and this will be remedied August 31. The other involves information that PSEA was entitled to, but it was not provided. This should be quick and easy to resolve. There may be 4 or 5 additional potential ULP's, depending on whether the District can resolve these matters.
- MOU (Memorandum of Understanding) – We have an MOU from 2019 that allows new classified employees who work with students to start at salary Step 5 if that employee has a California Teaching Credential. There is also language that allows for retroactive compensation for employees hired prior to the MOU, so if you believe you may be affected, contact PSEA.

DIRECTOR OF EMPLOYEE RELATIONS REPORT

The Director of Employee Relations reported:

- The Director of Employee Relations would like to offer a friendly reminder of the importance of Weingarten rights (your Supreme Court codified right as a union-represented employee to access union representation anytime you are asked to participate in an investigatory interview). When you go to an evaluation or investigatory meeting, you have the right to access union representation, as well as the right to stop a meeting at any point if this right is not honored. Case in point – an employee was recently involved in such a meeting, was informed of their right to union representation, they declined, the meeting went in a bad direction, and now the employee has contacted PSEA to fix the situation after the fact. Also, you do not have to sign anything without first reading it, reviewing it, and/or running it past your union representative. You have the right to stop anything that doesn't feel right.

COMMITTEE REPORTS

Professional Learning – Julianne Phillips:

- **Pro-Growth Day**
 - September 19 is the next Pro-Growth Day.
 - Classes are confirmed and entered on the Professional Learning website.
 - Venues:
 - TPC
 - PSEA
 - Zoom
 - The enrollment period is September 1 through September 15 on the Professional Learning website.
 - A notification e-mail will be going out to all Classified staff on August 31.
 - **Education Financial Incentive Program**

- Submission deadlines for the 2022-2023 School Year:
 - **9/22/2022; 1/19/2023; 5/18/2023.**
- Committee Meeting Dates:
 - **9/29/2022; 1/26/2023; 5/25/2023.**
- **Professional Partner Program**
 - The first round of mentor letters went out August 5 covering new hires from late May through early August.
 - Two new mentors joined the team, replacing two who resigned their positions. Each new mentor was paired with a veteran mentor for training.
- **CLC's (Classified Learning Cooperative)**
 - CLC offerings for 2022-2023 are coming together. We are anticipating running about 15 CLC's (both 5-point and 10-point). Approximately six CLC's will start in October, the rest will be sprinkled throughout the remainder of the school year.
- **PLAB (Professional Learning Advisory Board)**
 - There is one vacancy for a Classified Board Member/CLC Rep (replacing Pauline Moroz) and two vacancies for District members (replacing Tina Ziegler and Anton Lotter).
- **PLC (Professional Learning Coordinator)**
 - Julianne's last day in the PSEA Office will be September 19, 2022.
 - Melanie Rodriguez will start in October at 15 hours per month, moving to 30 hours per month in November, and for the remainder of her term as PLC.

GENERAL ORDERS

Installation of Officer

The Secretary reported:

- **GO2022-08-01:** Appointment to Vacant Member at Large Position – **Shannon Reed.**
Motioned by: Nancy Hall; *Second by:* Nancy Brundrett.
Unanimously approved.
Our newly installed Officer recited the PSEA Oath of Office. Congratulations!

Other General Orders

- **GO2022-08-02:** Appointment of the Professional Learning Coordinator – **Melanie Rodriguez.**
Motioned by: Davin Erickson; *Second by:* Nancy Hall.
Unanimously approved.
- **GO2022-08-03:** Approval of the Calendar of 2022-2023 PSEA Meeting Dates.
Motioned by: Nancy Hall; *Second by:* Shannon Reed.
Unanimously approved.

NEW BUSINESS

- None reported.

MEMBER QUESTIONS/COMMENTS

- **Open PSEA Positions**
 - E-mail our President, Courtney Martin, for details. We have Board positions, committee memberships, employee representatives, etc.
- **AVID Tutors**
 - Are AVID tutors eligible to be PSEA Members? No, they are not part of our bargaining unit.
- **Member at Large**
 - What is the time commitment of a PSEA Member at Large? Show up at Board meetings – you can only miss up to 3 within a 2-year term. The purpose is to work with site representatives within a system of dividing the District into 4 quarters. The Member at Large goes out to sites within their quarter to answer questions and engage Member outreach. The time commitment is as much or as little as you can.

EVENT CALENDAR

- | | |
|-------------------|------------------------------|
| • August 11, 2022 | School Board Meeting |
| • August 17, 2022 | First Day of School |
| • August 29, 2022 | Personnel Commission Meeting |

- September 5, 2022 Holiday – Labor Day
- September 8, 2022 School Board Meeting
- September 13, 2022 PSEA Membership & Board Meeting

ADJOURNMENT OF BOARD MEETING

7:08 p.m.

ATTEST:

Davin Erickson, PSEA Secretary

Date: _____

Next Meeting: September 13, 2022