

Negotiations Minutes
May 18, 2018

District Office Boardroom – 5:00 PM

Present: Cathy Hannon, Kim Campbell, Renee McNally, Greg Bailey, Cyndi Faircloth, Jim Frenzel, Rosalie McFarland, Jennifer Johnson, Eric Larson.

Meeting began at 5:00 PM.

1. Check In – Everyone began by introducing themselves as this was Eric’s first time facilitating. Everyone then gave a brief update on how they are doing.
2. Homework:
 - a. Professional Prep Straw Design – a handout was given to each team member on the possible revisions to the NA 4.4 Professional Preparation. The revisions that are under consideration are to #4 and were discussed. Additional changes (in italics) were discussed to read – if sufficient to advance the teacher’s *column status on district salary schedule*,in the prior year Also deleted the last line in #4. There was then a revision made to item 3, second to last line to read - The Professional Employee *proof of successful completion of the course in the form of an unofficial transcript* #5 revisionsreceived the semester prior to the *departure* taking place.
 - b. Jennifer – Financial Data on Kindergarten Option – handouts were given and discussed in regards to questions.
 1. First Handout: Financial implication to go with options that were discussed would be:
 - Option A: 5.4 aides - \$157, 918
 - Option B: 4 instructional aides - \$121,284
 - Option C: New Kindergarten Classroom - \$62,666
 - Option D: Current Funding (keeping as it is) - \$44,000
 2. Second Handout: Caseload Overage Hours by Building
 - West Park – 659.50 hours - \$8,589.92
 - McDonald – 896.00 hours - \$11,656,16
 - Lena – 480.25 hours - \$6,177.16
 - Lena – Stipend cost - \$750.00
 - MHS – Stipend cost - \$3,775
 - c. Greg to Megan – Professional Development Flexibility i.e. earning time for Individual Professional Development Goals – two items were looked at.
 - NA 6.16 – Teacher Evaluation – suggested revision to add a paragraph about the Professional Growth Plan: *As a part of the Teacher Evaluation, an individual Professional Growth Plan must be completed by all certified staff no later October 1st. Each individual Professional Growth Plan must include a District, Building/Program and personal goal. The District and Building/Program goals will be required to be aligned to goals identified with in the strategic plan. Personal goals may be specific to the individual’s professional needs, and do not need to be aligned to the District’s strategic plan.*
 - NA 6.6 - In-service - #3 There was further discussion on this section and the possible revision. This item was tabled for future discussion and Greg & Renee will review it and come up with alternative wording.
3. Special Education Options – Dot voting
 - Options: The following headed the list:

1. Mandatory training of staff on de-escalation strategies in each building – *met standards 1, 2, 3, 4, 5, 6* – received 5 dots (white paper-joint communique)
2. Create supervised settings for students to calm down other than special education classroom – *met standards 1, 2, 3, 4, 5, 6* – received 3 dots (white paper-joint communique)
3. Secondary Level: Rotate lower level classes so each teacher has a turn – *met standards 1, 2, 3, 4, 5, 6* – received 4 dots (white paper-joint communique)
4. Have prep time supported/covered for special education teachers & have teachers honor special education teacher prep time – *met standards 1, 2, 3, 4, 5, 6* – received 7 dots – this was the highest priority. (white paper-joint communique)
5. Have special education teachers, along with Shannon Richards, provide information and template for paraprofessional subs to encourage them to be quality subs - *met standards 1, 2, 3, 4, 5, 6* – received 2 dots (white paper-joint communique)
6. Upon request, special education teachers will be granted an extra day for paperwork per semester regardless of caseload – *met standards 1, 2, 3, 4, 5, 6* – received 2 dots (white paper-joint communique)

Discussed what the white paper means and that it is a joint communique from both groups to help clarify issues.

4. Secondary Caseload Issue

5. New Issues:

- a. Issue 1 - Emotional Support for Students
- b. Issue 2 – Elementary Report Cards/Conferences
- c. Issue 3 – Substitute Teachers
- d. Issue 4 – Insurance
- e. Issue 5 – Salary
- f. Issue 6 – Extracurricular Position

6. Set Agenda for next meeting – will continue this agenda on May 21st beginning with number 4.

7. Plus/Delta

- a. Plus – less bird walking & sidebar discussions; everyone shared perspectives; appreciated board member perspective; conversations like professionals, not adversaries; common vision as one team; good food.
- b. Delta – hard for some to get their voice heard

8. Adjournment - meeting ended at 8:05 PM.

Negotiations Minutes

May 21, 2018

District Office Boardroom – 8:20 AM

Present: Cathy Hannon, Kim Campbell, Renee McNally, Greg Bailey, Cyndi Faircloth, Jim Frenzel, Rosalie McFarland, Jennifer Johnson, Eric Larson.

1. Check In - Everyone gave a brief update on how they are doing. The agenda continued from Friday night with secondary caseload.

2. Secondary Caseload Issue – discussed the caseloads at both the middle and high school level and the classes that have an overage.
 - a. Secondary Emotional support for students.
 - Interest:
 1. Stronger/more experienced staff with students having greatest needs
 2. Fostering the best learning experience within the classroom
 3. Make sure teachers feel supported and have access to resources.
 4. Maintain flexibility for extra-curricular while balancing case sizes.
 5. Building wide approach (administrators, counselors, and teachers) to solving student needs not just teacher to teacher approach.
 - Options – dot voting with the following heading the list:
 - A. Additional counselor at MHS – *met standards 1, 2, 3, 4, 5, 6* – has 7 dots (Supt)
 - B. Kids with behavioral needs identified at the end of the year to help prepare a behavioral plan for the following year teachers. – *met standards 1, 2, 3, 4, 5, 6* – has 12 dots (white paper-joint communique)
 - b1. All kids connected to one person: to include teachers, administrators, support staff, to create connections.
 - b2. Utilize Milepost for conveying information in a uniform format.
 - b3. Use collaboration time to talk about kids: plans, how to tackle as a team
 - District adds to strategic plan
 - Building goals are allowed to choose mastery goals or mental health aspects for the building goals
 - Building goal had to be mental health
 - b4. Mandt training.
 - b5. Quiet space.
 - C. Rotating instructors. C – *met standards 1, 2, 3, 4, 5, 6* – has 5 dots (white paper-joint communique)
3. New Issues:
 - a. Issue 1 - Emotional Support for Students – this issue was covered within discussions on caseload issues.
 - b. Issue 6 – Extracurricular Position
 - Interest
 1. Include Varsity Swim and Assistant Varsity Swim to NA 5.5: Compensated Extracurricular Activities section. There is a need to include these coaching positions within the Compensated Extracurricular Activities to provide a fair and equitable salary schedule amongst the coaches and directors. Discussed how it would impact the budget.
 - Options – the following headed the list:
 1. Varsity Swim at 13% and Assistant Varsity Swim at 10%
 2. Sub-committee to standardize. Moved to Parking Lot.
 - c. Issue 2 – Elementary Report Cards/Conferences
 1. Given two days at the end of first quarter, K-12 Conferences/Teacher Workdays - 15.5 hours – actual time needed is 18 hours for report cards/conferences
 2. Given one day in January, Teacher Workday/Data Analysis – 7.75 hours – actual time needed is 9 hours for report cards
 3. Given one day in April, No school/K-12 Conferences – 7.75 hours - actual time needed is 11 to 14 hours for report cards/conferences
 4. Given two days in June, Teacher Workday – 15.5 hours – actual time needed is 9 hours for report cards
 - Interest

1. Providing time for elementary teachers to prepare and interact with parents.
2. Utilize all time already available to teachers.
3. Effectively use all MSD resources to benefit all MSD students.
4. Fostering parent/teacher collaborative relationships, informed and engaged.
5. Moving forward to a more formative assessment system.
- Options – the following headed the list
 1. January reporting time – reschedule data analysis to other times – *met standards* 1, 2, 3, 4, 5, 6 – has 12 dots - (white paper-joint communique)
 - a. Fully use before and after school time.
 2. Allow 1 collaboration session immediately preceding conference deadline day – *met standards* 1, 2, 4, 5 – has 8 dots – Straw – Renee and Kim will work on this.
- d. Issue 3 – Substitute Teachers
 1. Shortage of substitutes
 - Interest:
 1. Keeping consistency for students
 2. Quality instruction in the classroom
 3. Having teachers in the classroom vs. substitutes
 4. Don't want unhealthy teachers in the classroom.
 5. Finding good substitutes
 6. Budget management
 7. Managing teacher and substitute time.
 8. Having prepared teachers
 9. Clarify policy on deducting leave (as it pertains to PLX days)
 - Options: the following headed the list:
 1. Disbursing a designated subject area substitute list in a spreadsheet on MSDNet – *met standards* 1, 2, 3, 4, 5, 6 – has 3 dots (white paper-joint communique)
 2. Recruitment/training of substitutes – *met standards* 1, 2, 3, 4, 5, 6 – has 7 dots (white paper-joint communique – work group committee)
 - a. Work with UI College of Education practicum students for substitutes
 - b. Seek out retired teachers for reduced day/time
 3. Increase substitute pay – *met standards* 1, 2, 3, 4, 5, 6 – has 5 dots (Supt)
 4. Seek out retired teachers for reduced day/time – Moved to #8
 5. Pay the teacher the substitute rate if they have to cover a class if no substitute is found – *met standards* 1, 2, 3, 4, 5, 6 – has 6 dots – Straw design
 - e. Issue 4 – Insurance – will be on May 29, 2018
 - f. Issue 5 – Salary – Tabled to be included on June 1, 2018 agenda.
4. Set Agenda for May 29th meeting – discussed the items that will be on the agenda.
5. Plus/Delta
 - a. Plus – functioning as a good team; went fast; likes this process much better; meaningful discussions through listening to each other; often on the same page; a much more professional demeanor; great session; withholding judgment of one another; everything is in the open and hearing each one's perspective
 - b. Delta – lost organization by going too fast; process is still a little confusing
6. Adjournment - meeting ended at 3:57 PM.