

GFSB/GFEA SPECIAL EDUCATION WORKLOAD REVIEW COMMITTEE
(A Subcommittee of Teacher Contract Bargaining)
MEETING MINUTES
November 13, 2024

The Grand Forks School Board/Grand Forks Education Association Special Education Workload Review Committee met on Wednesday, November 13, 2024, at the Mark Sanford Education Center with Griffin Gillespie as the meeting chairperson.

Committee Members Present: Dr. Elisa Diederich, Marie DeMarce Garner, Griffin Gillespie, Laura Mason, Carrie Weippert, and Katie Wood.

Committee Members Absent: None.

Others Present: Cindy Johnson, Executive Secretary.

Call to Order. The meeting was called to order at 12:03 p.m.

Approval of Minutes. It was moved by Weippert and seconded by Wood to approve the September 30, 2024, minutes as written. Upon voice vote, the motion unanimously carried.

APPROVED _____
(Date)

Review of How Weighted Caseload is Determined. Dr. Wood handed out a National Education Association special education workload analysis flyer for information.

Griffin Gillespie, Meeting Chair

Diederich and Weippert demonstrated a proposed workload analysis tool obtained from and used by Fargo Public Schools. The tool is designed to account for each staff member’s duties, responsibilities, and special education service minutes required each week and compare these against the staff member’s available time to complete these tasks each week. The benefits of the tool were discussed. It was understood the proposed tool is in a draft stage and that various tweaks may be needed. Committee members will test-run the tool in their respective schools and report back at the next meeting.

Next Meeting. The next meeting was scheduled for Friday, January 17, 2024, at 8:00 a.m.

Adjournment. There being no further business, the meeting adjourned at 2:48 p.m.