

12/2 AGREEMENTS AND COMMITMENTS FOLLOW-UP:

- The district will follow-up regarding Sunset afternoon bus loading. Mr. Arlt has visited several times and saw good systems in place, although it does get a bit clunky when they are short staffed. Director Reed followed up with the directors who shared they did not have concerns.

PSEC ITEMS:

- Para situation moving forward
President Miller wanted to check in with how the para assignment situation is moving and acknowledged the addition of degree enhancement pay for classified subs with degrees. Director Moses shared data: 27 classified subs with degrees, 11 certs who sub as paras. Director Reed shared that we are open to other ideas, recruitment, etc.
- OT/extra time hours
Ms. Horvath inquired about a custodian filling in for a higher classification custodian and that it was put into Red Rover as a sub, rather than roll-up/differential. She further shared there was some lack of clarity regarding how to report the fill-in time and shared that some of the extra hours aren't coming through on checks. Director Reed shared we do have systems in place, but each department is a little different. She offered to follow-up with M&O. Director Moses reminded that an employee must *work* 40 hours to be eligible for overtime. Using PTO or holiday pay cannot be applied for that purpose.
- Classified employee of the year
President Miller shared she thought this may be used to generate from Helen Page. Director Reed shared that previously, when there was still contract language in place, someone from central office would send the request to principals/directors and ask for nominations. Kassie or Jenna can help with that if PSEC has a message to share and requests PSEC determine who will receive the nominations. President Miller shared they will discuss who will be on the decision-making committee.
- Letter writing campaign
President Miller shared that PSEC is continuing to encourage letters now that legislature is in session. She shared that PSEC has received some responses by email from legislators. Additionally, she shared that the following are attending the PSEC leg conference: Luciana Izon, Angela Horvath, Sunshine Seeberger, and Robin Miller.

DISTRICT ITEMS:

- Status of Custodial updated job description review by PSEC
Director Moses inquired about the President Miller shared she would review them asap.
- Transportation job description updates
Director Moses shared that HR is working on this group next as they are upwards of ten years old.
- Emails and public records requests
Director Reed shared a reminder that the district is being inundated with public records requests. Many of which are asking for staff emails. Through this process, emails can end up in the hands of the family so we must remember to keep things professional. Additionally, she asked that everyone be cognizant of "reply all" and including people who don't need to know the information.
- Secretary calendars and PLD days
Director Moses shared that with the August training needs for Skyward shifting to Qmlativ, Dr. Ferney cannot bring together all staff for a kick off this year so he plans to do that on the October PLD day. Further, we have contemplated and have heard requests from buildings the need for secretarial staff to be present on PLD days as there's a lot going on in buildings on those days. Director Reed shared that adding the PLD days as work days, rather than them being optional is the district's vision. Ms. Horvath inquired about how the August Qmlativ trainings will affect para trainings. She reiterated PSEC's desire for self-contained paras to get Ukeru and Right Response training before the school year starts, so they have more tools in their toolbelt. Director Reed shared that for paras there will not be much in the way of Qmlativ training. There will be time when others (secretaries, health aides, etc.) will be attend Qmlativ training. She further shared that the district is looking to possibly have an internal trainer to

provide those trainings; for us to be less dependent on outside agencies. The district is working on a communication plan for the Qmlativ transition.

- July open office hours
Director Reed shared that the Qmlativ migration also impacts our July office hours because at 4:00 p.m. on July 15 we will not have any system access for about two weeks. With that, summer office hours are scheduled for July 7 at 8:00 a.m. and July 10 at 12:00 p.m. This ensures we are still meeting community expectations and our commitment to Fairchild Air Force Base and supporting military families.
- Qmlativ migration calendar
See above.
- Sub rates
Director Reed shared that along with classified pay enhancement for substitutes with degrees, we have increased sub teacher rates. Additionally, there is a \$50 enhancement for sub teacher roles at Sunset.
- Attendance data
Director Moses shared the district is collecting attendance data day-by-day. Director Reed shared that we will be tracking the data over the course of a year to analyze whether what we are doing is working. We will use the data to look at the correlation between staff absences and student absences.

RECURRING ITEMS:

- Bond updates
Director Reed shared updates on the many moving parts of the bond projects.
- Legislative updates
Director Reed shared that there are three education topics across the state that are being referred to as the "big three:" special education, transportation, and MSOCs (materials, supplies, and operating costs).

PSEC ITEMS TO MOVE FORWARD TO NEXT MEETING:

- None

DISTRICT ITEMS TO MOVE FORWARD TO NEXT MEETING:

- None

AGREEMENTS AND COMMITMENTS:

- PSEC committed to reviewing the updated Custodial job descriptions.
- The district is developing a Qmlativ migration communication plan and will begin sharing details.

2024-25 MEETING SCHEDULE, 4:30-5:30 p.m., Teaching & Learning Conference Room:

October 28; December 2; January 27; February 24; March 31; April 28; June 2