

GFSB/GFEA SPECIAL EDUCATION WORKLOAD REVIEW COMMITTEE
(A Subcommittee of Teacher Contract Bargaining)
MEETING MINUTES
January 17, 2025

The Grand Forks School Board/Grand Forks Education Association Special Education Workload Review Committee met on Friday, January 17, 2025, at the Mark Sanford Education Center with Griffin Gillespie as the meeting chairperson.

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

Committee Members Absent: None.

Others Present: Cindy Johnson, Executive Secretary.

Call to Order.

The meeting was called to order at 8:01 a.m.

Approval of Minutes.

It was moved by Wood and seconded by DeMarce Garner to approve the November 13, 2024, minutes as written. Upon voice vote, the motion unanimously carried.

Review of Workload Analysis Tool.

Dr. Diederich reported each school has tried the new tool. She and Weippert discussed inconsistencies in how it was filled out, which they will address through a Q&A sheet and enhanced instructions.

Mason, Wood, and DeMarce Garner reported on their and their colleagues' experiences with the new tool and shared discrepancies they noticed, suggestions for clarifications and improvements, and suggestions for training on how to complete it. There was consensus that the tool was a positive step to better identifying IEP requirements and staff workloads. Administrators could also use it to gain knowledge and plan.

Special Educators' Workload and Work-Related Asks.

This topic was not explicitly discussed. However, during the discussion about the workload analysis tool, the consensus was that the tool might answer many concerns. Rolling out the tool could take place near the end of February.

Next Meeting.

The next meeting was scheduled for Tuesday, March 18, 2025, at 8:00 a.m.

Adjournment.

There being no further business, the meeting adjourned at 8:53 a.m.

APPROVED _____
(Date)

Griffin Gillespie, Meeting Chair