

*Minutes of the SSEA Central Coordinating Committee Meeting
Shasta Learning Center
May 17, 2011
3:30 P.M.*

In attendance:

Jim Cloney, Superintendent

David Flores, Chief Business Official

Eric Peterson, Principal (EHS)

Jim Bartow, Principal (FHS)

Milan Woollard, Principal (SHS)

Elsbeth Prigmore, Principal (PHS & Plus Schools)

Guy Malain, Principal (Alt Ed)

Tom Roberts, SSEA (EHS)

Eric Levy, SSEA (EHS)

Patty Pocinich, ESP (FHS)

Sharon Adkins, SSEA (SHS)

Marsette Ford (Recorder)

June Paychecks

Jim Cloney reviewed that June payroll is typically paid mid-month. This year, June payroll checks will go out June 17th. Teachers on the 12 month pay schedule will receive their deferred check on June 30th and their August check on August 31st. David Flores believes the stipends will be included in the June 17th check, but will verify this with payroll and follow up via email with Tom Roberts and Eric Levy.

2011-12 Work Year – 10 Month Classified Staff

Jim addressed an issue with the 2011-12 calendar affecting 10 month classified employees. Ten month employees are required to work at least one day in a month in order to receive a paycheck for that month. As the last student attendance day in 2011-12 is May 31st, the last work day for CSEA and ESP 10 month employees would be May 31st, and therefore they would not receive a pay check in June. In order to avoid this, administration has proposed changing their last work day to June 1, 2012. The ten month classified work year will be modified to exclude August 11, 2011 as a work day. However, the District's welcome back breakfast and orientation is scheduled for August 11th, so these employees will be invited to attend the morning meeting and will be paid for two hours (minimum call in time). This will be added to their regular time card, resulting in additional money earnings of two hours per employee over their annual salary amount for next year. All ten month classified employees will be notified in writing of this one-time change.

Retirement Dinner

Jim Cloney reviewed that administration and the SSEA Association mutually agreed earlier this year that there would be no District retirement dinner this spring. Jim will, however, present retirees with clocks from the District at upcoming site based recognition events.

Tom Roberts added that SSEA will contribute \$50.00 per retiree per site toward retiree gifts, to be used at the site's discretion.

Governor's May Revise

David Flores announced that the Governor's May Revise was released May 16th. David will be attending two budget workshops later this week and hopes to have some solid information by next Monday.

Although information in the revised proposed budget indicates education funding is anticipated to remain at the 2010-11 level, this information is based upon placing tax extensions on the voters' ballot at some point.

Staff may access information regarding the Governor's proposed budget for 2011-12 at the following link: <http://www.ebudget.ca.gov/>

Board Policies re: Dress Code & Electronic Devices

Tom Roberts relayed that a number of teachers are concerned about student dress code and cell phone policies and feel they are not being supported by administration in their efforts to enforce the rules. He suggested taking another look at the BP's and guidelines, and providing direction to staff.

Eric Levy stressed that use of cell phones is a major concern all year, while dress code issues are seasonal.

Jim Cloney wants staff to feel supported and believes the Principals do a good job of this. He agrees that reviewing the BP's is a good idea to make sure they are reasonable and enforceable. This matter will be addressed by administration to make sure all sites are following the same practices at the start of next school year.

College Connection Bylaws

Jim Cloney reported the updated CC Bylaws are currently being reviewed by all superintendents in the consortium. The Bylaws will be distributed to staff and posted on the SUHSD website when the review has been completed. He still anticipates completion of the process by the end of this school year.

Saturday School

Tom Roberts asked if there are any plans to recoup lost ADA funds when students don't attend Saturday School as a result of tardies or truancies.

Jim Cloney noted that the Plus Schools have done a great job this year in assigning and enforcing Saturday School attendance. Saturday School assignments and attendance will be looked into further with the TOA's as the next school year approaches.

Academic Calendars

Tom Roberts requested that any changes to the academic calendars be minimized once they are distributed at the start of the year, as teachers rely on the information reflected on the initial calendar for grading periods.

Jim Cloney stated that every effort is made to ensure the dates are valid at the time the calendars are adopted, and administration will continue to do its best to make no changes unless unforeseen circumstances result in a need to do so.

Access to Complaint Forms

Tom Roberts asked about posting all complaint forms on the District's website so they are accessible to staff.

Jim Cloney reported that all of the District's complaint forms with the coordinating Board Policy (i.e., Complaints Concerning District Employees, Complaints Concerning Instructional Materials, Uniform Complaints, and Williams Uniform Complaints) are currently listed on the *Public Notices* page of the District's website, and may be accessed by staff as well. These documents are posted on the *Public Notices* page in order to meet the public notification requirement.

Sub-Contracting Counseling Services

Tom Roberts expressed concerns regarding the posting for a Drug & Alcohol Counselor, and asked for clarification regarding the interview process and evaluation process for this position.

Jim Cloney reviewed the District's history over the past 5 to 6 years of contracting with a private agency, primarily for drug and alcohol counseling of students. The services provided have ranged from the comp sites to alternative education to evening classes. Upon reviewing staffing needs in the Counseling Department for 2011-12, administration decided to reduce some of the counseling work that was currently being contracted outside and advertise for one counseling position as a District employee (categorical funds) to service student needs at the comp sites.

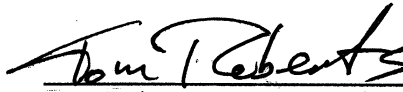
In response to Tom's specific questions, Jim provided the following answers: 1) this will be a District position (a pilot, itinerate position); 2) the position will be monitored and evaluated by Dana Reginato; 3) this will not be the first time that an outside person will participate in the interview process (to offer input as a consultant with expertise in this area, but not as part of the selection process); 4) the position will be filled on a temporary contract through categorical funding; 5) it will be a 5/5 position for 2011-12, as advertised.

CCC-SSEA Meetings 2011-12

This was the final CCC-SSEA meeting for 2010-11. Meetings will resume for 2011-12 on the third Tuesday of the month at 3:30 pm, beginning September 20th.

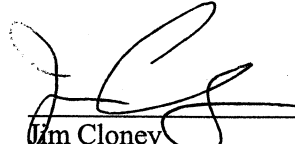
Adjournment:

The meeting adjourned at approximately 4:10 p.m.



Tom Roberts
SSEA Representative

5/23/11
Date



Jim Cloney
Superintendent

5/23/11
Date

CCC-SSEA 5-17-11
/mf