

*Minutes of the SSEA Central Coordinating Committee Meeting
Shasta Learning Center
September 21, 2011
4:00 P.M.*

In attendance:

Jim Cloney, Superintendent
David Flores, Chief Business Official
Dana Reginato, Assistant Superintendent/Human Resources
Jim Bartow, Principal (FHS)
Eric Peterson, Principal (EHS)
Guy Malain, Principal (Alt. Ed.)

Layne McLean, SSEA (FHS)
Patricia Poczynich, ESP (FHS)
Eric Levy, SSEA (FHS)
Marssette Ford (Recorder)

Enrollment Update:

Jim Cloney distributed a copy of the enrollment information he reviewed at the September 13th Board meeting. The good news is that 4,660 students are currently enrolled and this number is approximately 125 higher than projected. However, compared to this time last year, enrollment is down by 230.

Budget Meeting: Eric Levy announced he will meet with David Flores on September 29th to review the budget. Eric will contact ESP to see if they want to attend that meeting as well.

Contracts – Leaves: Dana reminded everyone of the differences between *Personal Necessity* and *Personal Leave*. Principals may only approve *Personal Necessity* requests that are clearly defined in the contract; those requests that are not clearly defined in the contract require the Superintendent's signature. In addition, any *Personal Necessity* leave request extending beyond 8 days also requires the Superintendent's approval. (Please refer to Article 11.)

Subfinder: The Subfinder process is entering its third year and staff needs to utilize this system. Secretaries have been informed that obtaining substitutes is the responsibility of the employee and they are not to obtain substitutes for anyone. Dana noted that instructions on how to use the system will be posted on the Subfinder link, or staff may contact her at the District Office for assistance.

Retirement Incentive: Dana announced that administration received a request from SSEA to extend the retirement deadline for this year to October 21st (instead of October 1st). District Administration has agreed to this extension and the SSEA membership will be notified of this decision.

Eric Levy requested that the staff notification also include that the \$15,000 retirement incentive is for 2011-12 and 2012-13.

Project Teacher: Dana announced the deadline for Project Teacher applications is September 30th. SSEA will appoint 3 members to sit on a joint panel with administration to review the applications, and she has requested Tom Roberts to provide her with 3 names from SSEA, as outlined in the SSEA contract. Possible dates at this time for the review are October 4th or 6th.

Layne asked for clarification that Project Teacher assignments are not just for teachers in their last year.

Jim Cloney stressed that the Project Teacher Program was designed to improve the District. Any teacher meeting the criteria and presenting a project that will have a positive impact on the District is eligible to apply. Application forms and criteria were distributed earlier in the year.

Association Dues Checks: Eric Levy inquired if these checks could be managed with a direct deposit. David informed him that direct deposit was not available for this and the checks must be deposited manually.

Athletic Stipends: Eric Levy brought up the issue that the athletic stipend was to be rotated annually, and this year it went to the same site and sport as last year.

Jim Cloney stated administration is aware of the situation and reported that Kyle has met with the Athletic Directors and Athletic Administrators on this matter. Moving forward, the stipend will rotate.

Teacher Dress: Eric Levy read a letter signed by some teachers at FHS regarding men not being allowed to wear shorts to work. Those who signed the letter believe this is gender-based discrimination because men should be allowed to expose their legs if women are allowed to expose theirs in skirts and Capri pants.

Jim Cloney said he would look forward to discussing professional attire with the Association. He clarified that participating on "dress up" days is a different subject.

Eric added that if those staff members want to pursue this issue they will need to discuss professional attire with administration in greater detail.

College Connection Bylaws: Eric Levy announced he received a copy of the CC Bylaws. Jim Cloney noted the CC Bylaws will be posted on the SUHSD website and SSEA is welcome to post on their Association website, as well.

Personal Items in Class: Eric Levy relayed 2 alleged instances (1 at SHS and 1 at EHS) involving the removal of personal items belonging to a teacher currently on leave (SHS) and a teacher currently on staff (EHS).

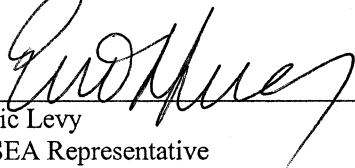
Jim Cloney stated it is not the District's practice or policy to remove personal items without the teacher's knowledge. He noted that this is a site issue and should be addressed with site administration first. Site matters should not be addressed at CCC meetings unless they have first been discussed at the site level without resolution.

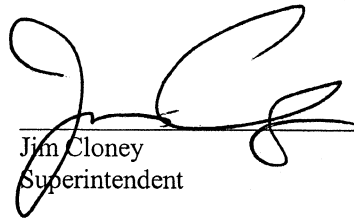
Eric agreed and he will ask Tom Roberts to speak with Eric Peterson about the EHS incident.

Dana noted she would be willing to discuss the SHS allegation with Tom Roberts if he wishes to contact her, since the teacher involved is currently on leave.

Adjournment:

The meeting adjourned at 4:35 p.m.


Eric Levy _____ Date
SSEA Representative

 8/22/11
Jim Cloney _____ Date
Superintendent

CCC-SSEA 9-21-11
/mf