

Executive Council Minutes
Open Session
March 6, 2007

Officers present: President Marc Houle, 1st Vice President Bob Ruark, 2nd Vice President Terri Jo McNaul, Communications Secretary Naomi Lukaszewski, Treasurer Kelly Logan, 6-12 Director Candy Smiley, K-5 Director Karen Wusthoff

2nd Vice President T.J. McNaul arrived late due to an IEP meeting.

PFT Director, K. Wusthoff arrived late due to a SPED-UBC prep meeting

Reps: None

Meeting called to order: 4:10 p.m.

Handouts: Tentative Rep Council Calendar for April- June
 E-mail re: Personal Leave
 E-Bay add for Mac Mini
 PUSD Standards for Educational Leaders
 Center for Collaborative Solutions Conference Info
 PUSD Technology Policies Committee Minutes
 Financial Report

Agenda: Rep Council Agenda
 Sick Leave Days vs. Personal Use Days
 Raczka—laptop purchase
 Administrator Effectiveness Survey
 Election Guidelines
 Workman's Compensation Pre-designation
 STRS Preselection
 Center for Collaborative Solutions Conference
 Tech Policies and Procedures
 Financial Report
 Teacher leadership
 PFT Restructuring
Confidential Session
PFT Budget
Catastrophic Sick Leave
Appreciation for J. Dyer

I. Minutes

A. February 27 Executive Council: unanimously approved with amendments

II. Open Items

A. Revolving Cash Account

1. Has been brought to the attention of the Communications Secretary that doubling the teachers' limit without also increasing site petty cash allowance actually impedes reimbursement process.

2. Sites are able to pay fewer teachers at the full amount.

a. \$600=8 teachers @ \$75, 4 teachers @ \$150

Question: Who does [Communications Secretary] contact to rectify this?

Response: Diane Cantelli

III. Rep Council Calendar: Tentative Agenda Items

A. March

1. Administrator Effectiveness Survey
2. Teacher Leadership
3. PFT Budget Presentation
4. County dues (?)

5. Catastrophic Sick Leave Requirements

B. April

1. Appreciation for J. Dyer

C. May

1. PFT Presidential Election
2. Special Agent April Langwell, San Diego FBI
 - a. Will speak about identity theft

D. June

1. Contract ratification, if needed
2. PFT Budget Approval
 - a. Previous budgets have been approved at September Rep Meeting.
 - b. September Rep meeting takes place after opening of fiscal year.
 - c. Budget for new fiscal year should be approved before end of current year.
 - d. Also need to have approved budget in place in order to receive Formula Funding.
 - i. Formula Funding is CFT reimbursement to PFT for staff salaries.
 - ii. Current Formula Funding is \$15,000 monthly
3. End of year celebration

IV. Sick Leave Days

Secretary's note: In order to maintain the privacy of the individuals who sent the e-mails mentioned, the hardcopies of the e-mails has been placed in the Confidential Minutes notebook.

- A. E-mails from members requesting to re-negotiate sick days as "personal days".
 1. Personal days would be discretionary.
 - a. Member would not have to disclose why or how days are being used.
- B. PFT will investigate policy in neighboring districts and districts with similar demographics.
 1. K. Wusthoff will compile data.

V. MAC laptop purchase by D. Raczka-see handout

- A. At January 23 Executive Council Meeting, all present reached consensus on selling MAC laptop to D. Raczka at fair market value.
- B. Laptop was originally purchased used and is currently 2 years old.
- C. Exact item could not be found for sale.
 1. MAC mini for sale on E-Bay for \$350
 - a. Comparable to MAC laptop

Motion by K. Wusthoff to sell MAC laptop to D. Raczka for \$300.

2nd: T. J. McNaul

All in favor, none opposed. No discussion.

VI. Administrator Effectiveness Survey-see handoutDiscussion:

- These are the standards used by the District.
- We need to ask the reps: What areas do you think Teachers should evaluate?
- This seems like it's design vs. content. What are we focusing on?
- We need to have content before we can design how it's going to look.
- What if you give them all four sheets? The District's standards, the mid-year eval, a sample and your draft?
- I think that's too much.
- Just ask the reps for the content.
- I want to use Marzano's list. That's what the District based [the eval] on. I would like the reps to see the list and see if there is anything they would like to add from that list. Maybe there isn't.
- I think it's better to be aligned with the District instrument. They want to be able to use our survey in their evaluations.

- Then we should give them the standards and have them highlight what they feel teachers should be evaluating.

4:45 Open Session closed, Confidential Session opened.

5:30 Confidential session closed. Officers took 10 minute break.

5:40 Open Session re-opened.

VII. Election Guidelines-K.Wusthoff

A. Final Draft completed.

1. K. Wusthoff would like to have it reviewed by Election Committee before presenting to Executive Council, Representative Council and general membership.
 - a. Since they have to enforce these guidelines, the Election Committee should provide some feedback.
2. Running a clean election should become a habit during uncontested elections when things are relatively calm periods

VIII. Worker’s Comp

Question: If you are absent due to an on the job injury, do those days come out of your sick leave?

Response: No. For the first 60 working days of you absence 1/3 of your sub is paid for by the District and the remaining 2/3 is paid for by Keenan and Associates, our insurer for Workman’s Comp. After the 60 days, Keenan and Associates continues to pay 2/3 of the sub’s pay and the remaining 1/3 comes out of accrued sick days. So at this point, after the first 60 days, every 3 days you are absent will cost 1 day out your accrued sick leave.

Secretary’s Note: 60 working days was found to be in error. It is 135 days for certificated personnel and 60 for classified.

A. Pre-designating a Physician: Center for Healthcare (CHC)

1. CHC will not allow their Occupational Medical Department to sign forms.
 - a. It is up to individual doctors.
 - b. Law does not require Healthcare providers to sign pre-designation forms.
2. Dr. Nazareth is only doctor at CHC willing to sign form.
3. K. Wusthoff working with District Workman’s Compensation expert to investigate further.

IX. Pre-selecting beneficiaries for STRS

A. Teachers eligible for retirement receive notice from STRS to choose beneficiaries for pension.

B. Old method: Figures are hypothetical

Option #	Amount of Benefits Paid		
	Both surviving	Survivor of retiree	Retiree sole survivor
Unmodified	\$5000	0	\$5000
2	\$3500	\$3500	\$3500
3	\$4500	\$2250	\$2250
4	No one ever chose these options		
5			
6	\$3500	\$3500	\$5000
7	\$4000	\$2000	\$5000

1. Unmodified

- a. Both living: STRS paid \$5000/12 months
 - b. If Spouse of retiree survives retiree: STRS paid nothing, just lump sum of retiree’s vested money.
 - c. Retirees survives spouse: STRS paid \$5000/12 months
2. Option 2: STRS benefits with insurance
- a. Both living: STRS paid \$3500/12 months
 - i. \$5000-\$1500 insurance premium=\$3500
 - b. If Spouse of retiree survives retiree: STRS paid \$3500

- c. Retiree survives spouse: STRS paid \$3500/12 months
 - i. payment did not revert to \$5000.
- 3. Option 3: STRS benefit with insurance
 - a. Both living: STRS paid \$4500/12 months
 - i. \$5000-\$500 insurance premium=\$4500
 - b. If Spouse of retiree survives retiree: \$2250
 - c. Retirees survives spouse: STRS paid \$2250/12 months
- 4. Options 6 & 7
 - a. "Fixes" options 2 & 3 so that retiree received full benefit payment in the event he/she is widowed.

C. New Plan

- 1. Option 6=100%, Option 7=50%
- 2. 75% option available.

X. Center for Collaborative Solutions (CCS) conference-see *handout*

A. Cost for attendance

- 1. Approximately \$400 for all days
- 2. \$250 for single day attendance on Wednesday or Thursday.
- 3. Cost will be slightly less if M. Houle attends.
 - a. M. Houle will not need cost of lodging

Motion by R. Ruark to allocate funds equal to \$405 plus attendant expenses to send staff member to CCS convention on March 21-23.

2nd: K. Logan

All in favor. None opposed.

Discussion:

- It looks like a worthwhile conference.
- It's sponsored by both the Federal and State Mediation services and PERB (Public Employment Relations Board).
- Is the State Mediation Service the one Don Raczka works for?
- Yes.

XI. Technology Policies and Procedures-see *handout*

- A. Any policy or procedure that is a condition of employment is negotiable.

XII. Financial Report

- A. FYI for officers re: Budgets

XIII. Teacher Leadership-C. Smiley

- A. March Rep Council Meeting

- 1. Would like input from reps/teachers regarding perception of teacher leadership.

Discussion:

- We should just brainstorm. Collect ideas without any idea being wrong.
- Give the reps some background before we start. We need to have a purpose before we build a structure.

XIV. PFT Restructure-R. Ruark

- A. Planning to meet on Monday, March 12.

- 1. Sent out e-mail to previous committee members
- 2. Need to review previous material, work already completed.

Meeting adjourned: 6:25 p.m.

Next meeting: Tuesday, March 20

Submitted by Naomi Lukaszewski, PFT Secretary