

**Rep Council Minutes
September 14, 2006**

Officers present: President Marc Houle, 2nd VP/6-12 Director of Educational Issues and Labor Relations Candy Smiley, Communications Secretary Naomi Lukaszewski, Treasurer/K-5 Director of Educational Issues and Labor Relations Karen Wusthoff

School & Members Represented:

High Schools New Direction	Middle Schools	Elementary Schools and PPAP			
MCHS	BHMS	AB	HR	PV	SR
PHS	MBMS	CHAP	LP	POM	TB
RBHS	MVMS	CRKS	MID	RH	TBCK
WVHS	TPMS	CV	MCRK	SCRK	VAL
		DC	PR	SD	PPAP
		GR		SH	

Handouts: Agenda with attachments

- 1) Legal Opinion on replacing the PFT President midterm
- 2) TLC Info
- 3) PFT Adopted Budget 2005-2006
- 4) PFT Proposed Budget 2006-2007
- 5) Health Plan Membership
- 6) Current and Proposed Medical Rates

Rep Meeting Schedule

CLAD Certification Requirements

CSUSM Extended Studies CLAD certificate flyer

Contract Agreement

Call to order: 3:55 p.m.

I. Welcome & Community Building—M. Houle

A. New Reps

1. Midland: Mike Anella, Dana Becker, Laura Crow
2. Shoal Creek: Harold Carlson in for Toni Roberts
3. Creekside: Sharon Armstrong
4. Oak Valley: Therese Burchianti
5. Westwood: Esther Peckham

B. New PFT Staff

1. Don Raczka retired this summer.
 - a. has job with state as a public employee union mediator.
2. Candy Smiley, 2nd VP is also 6-12 Director of Educational Issues and Labor Relations
3. Karen Wusthoff, Treasurer is also K-5 Director of Educational Issues and Labor Relations.
4. Before leaving office, D. Raczka consulted with Gattey Baranic LLP, attorneys at law re: Succession of Officers—*see Agenda attachment #1*
 - a. Opinion written by Michael Baranic, attorney
 - b. Baranic’s response states that after examining the PFT Constitution, his legal opinion is that the “1st Vice President would assume the office and title of President along with all of its attendant obligations and responsibilities for the remainder or [Don Raczka’s] term.”
 - c. Mr. Baranic’s letter further states that the Constitution and By-Laws do not provide for an automatic successor to the Office of 1st Vice President.
5. All PFT staff took office August 1, 2006

C. New Staff Development Board

1. Alex Fousek, RBHS
2. Mary Jo Coffey, BMMS
3. Jean Fox, PRES
4. Bonnie Corduan, PPAP

II. PFT Staff Summer Work—M. Houle, C. Smiley, K. Wusthoff

A. Labor Issues K-12

1. Rehire of Temporary Teachers.
 - a. K. Wusthoff lead effort to rehire all temporary teachers deemed highly qualified.
 - b. All highly qualified temps were rehired, save 1. PFT is still working to find her a position.

B. Health & Welfare Negotiations

1. First Insurance Committee Meeting was June 23, 2006
 - a. Negotiations are still ongoing.

C. Learning Council

1. Begin transition to new members.
2. Work moving to sites.
3. Continuing to articulate K-12.
4. Helped develop District recommended Alternative Evaluation on writing.

III. 6-12 Class Size Update—C. Smiley, *data presented on overhead projection.*

A. Contract Language for Middle School (p.26)

1. Ratio of 27.7:1
 - a. Was 28.3
2. Minimum of 20 students, maximum of 36. No maximum number on total students.
 - a. Unable to set a maximum on total number of students due to different schedules at the Middle School sites.
 - b. Unable to coordinate data.

B. Contract Language for High School (pg. 27)

1. Ratio of 29.5
 - a. Was 30:1
2. Minimum of 20 students, maximum of 36. 165 maximum on total students.
3. Overall the numbers look good. According to the data received so far, all sites have had reductions in classes exceeding 36 students. RBHS and PHS in particular. MCHS has had less due to fluctuations in enrollment.

C. Anomalies in HS class size.

1. Balancing classes
 - a. Some teachers did not want to drop established students.
 - b. Some teachers chose to have one prep and more students.
 - c. One site did not want to collapse classes.
2. Health Science was left out of calculations.
3. Westview HS did not have enough data to be included in calculations. In addition, Westview has a different schedule than the other high schools.
 - a. Data for Westview is now being examined.

Question: Are the numbers in the right hand column [indicated projection] a single class, because I know in Social Studies there are more than 2 classes with more than 36 students. I have 37 and [my colleague] also has 37. Where did you get your information because the anecdotal data is different from the statistical data.

Response: We get our data from SASI but we need to survey our own people. We have a communication problem. We are considering e-mailing the department heads and asking them to take a survey on how many classes are over the contracted limit.

D. PFT is aware that there are classes at both Middle and High school that are over the maximum number.

1. Staff (PFT President and both Directors) has been working with Joint Staffing team to clear the discrepancies in enrollment numbers.
2. August 15, 2006
 - a. Staff had IBPS meeting, was told to “hold on” while sites worked on the issue.
3. September 13, 2006
 - a. PFT receiving numerous calls from High School re:classes over contracted limit.
4. Next steps
 - a. Communicate with sites
 - b. Address specific areas of concern now.
 - c. Meeting scheduled on October 26 to plan process for 2nd semester.
 - d. PFT is currently collecting more data.

Discussion:

- I think a solution for the long term is to change the official drop/add date.
- We need to begin working on it before the year ends and during the year.
- 2 years ago we did not have any staffing ratios for the Middle and High Schools. It’s our second year and already the ratios are going down.
- Previously we had PSU’s which made it a fight at the local site. Now the battle is at the District/Union level. How can we have direct impact on what’s going on when we don’t have immediate knowledge? I think if we are waiting for generated data, it’s too late at my site. The teachers are attached to the kids and don’t want to give them up.
- Teachers are saying that Districtwide. How do we fix that problem?
- How can we verify that the ratio is being used when determining the Master Schedule.
- Take the # of students divided by 29.5. That gives you the number of FTE’s. (Full Time Employees). Then take that number and look at the number of periods for each subject. There will be some differences if teachers have a 9th grade CSR class.
- The problem is the Business office, SASI and the principals all have different numbers.
- I think the goal is worthy and things are moving in the right direction. We need to be careful. I love my students but if you have a situation where [you have over 36 students] don’t hang on to them. I love my students too but if we really want this, we can’t hang on to them. We are sending mixed messages to the District and there is no motivation to fix the problem. We need to make the administration feel embarrassed that this is going on.
- Theoretically, [shuffling students] should not happen before school starts. This is the first year many people are dealing with this. They are unskilled or don’t have a firm grasp of the concept.

IV. CLAD-Shirley Day *see handouts*

A. In order to be in compliance with federal mandates, all teachers who work with students designated as English Language Learners must have CLAD certification.

1. State formerly monitored compliance, passed jurisdiction to county.
2. Counties are conducting “credential” audits.
 - a. Districts and individual teachers penalized for being out of compliance.
 - b. County can withhold paychecks from teachers who are out of compliance.

B. CLAD Certification Requirements

1. If you possess a LDS or BCC, you do not need CLAD.
2. Holders of Lifetime (pre-1985) credentials still need to have CLAD certification.
3. Completing coursework is not enough! You must also file an application with the California Commission on Teacher Credentialing.
 - a. If you need to file an application, contact Greg Franzen for assistance.

- b. You will need a \$55 money order (no personal checks) and official transcripts of coursework.
- 4. If you have completed SB395/AB2913 but have not filed with the CA CTC for your certificate, contact Shirley Day.
- 5. You may get an Emergency CLAD permit (allows you to teach ELL students while completing CLAD requirements, contact your Human Resources Technician to learn how to complete the process.
- 6. Since 2001, teachers who receive their credential via a California college have CLAD (or pre-CLAD as part of induction).
- 7. Teachers who were credentialed outside of California and feel they have a CLAD equivalent should send a copy of their certificate to Shirley Day for evaluation. Do not assume you do not have to become CLAD certified.
- 8. The District has determined that all PUSD teachers will need to have CLAD by June 2008.

C. CLAD Certification Options

- 1. Option 1: AB2913 (formerly SB395) Classes
 - a. Must have been tenured in a CA school district as of January 1999.
 - b. Multiple Subject Teachers must have taught full-time in a CA public school district for at least nine years.
 - c. PUSD will pay \$395 registration fee.
 - d. Participants can receive 20 TLC points
 - e. Teachers with Clinical Rehabilitation credential in Language Speech and hearing do not qualify for this option.
 - f. This option expires on January 1, 2008.
 - g. Shirley Day will be teaching an AB2913 class next summer.
- 2. Contact Shirley Day for more information on AB2913 option.
 - a. PFT Communications Secretary also has flyers.
- 3. Option 2: 12 units of college coursework.
 - a. USD & CSUSM offers course as a video/CD series.
 - b. District does not pay college fees.
- 4. Option 3: Test out
 - a. California Teacher of English Learners exam
 - b. PUSD will reimburse teachers for the cost of one full admission of the test.
 - c. Contact Shirley Day for info.

Question: Exactly what is an English Language Learner?

Response: You can get this information from TIM. When you bring up your class list, select “English Language Proficiency”. Any student who meets the criteria of “English Language Learner” as defined by the government must have a CLAD certified teacher as long as the student is identified as an ELL student. Don’t assume students are not ELL because they can speak English fluently. They may be in a “monitor” status. Until they have been officially released, they are considered ELL.

Question: Can Shirley Day come to a staff meeting and do a presentation on CLAD?

Response: If needed, Shirley Day is willing to visit your site to explain the CLAD requirements to your staff. *Secretary’s note: Anyone needing copies of the flyers Shirley provided today should contact the PFT Communications Secretary.*

Question: Can we find out who at our site has CLAD and who doesn’t?

Response: Your site’s ELL coordinator should have a list of CLAD teachers at your site. If you feel you should be on that list and are not, contact me [Shirley Day].

Question: For the summer class, we have to turn in a portfolio?

Response: The portfolio is part of the class. It consists of lessons that you do for your ELL students. It's due in early November.

Question: I turned in all my paperwork and I haven't heard or received anything.

Response: It takes 9 months to get you certificate. I think you don't even get hardcopy anymore, just an e-mail notice.

Question: Who is requiring all this? My staff just got a letter from the administration asking us whether or not we had CLAD, if we didn't were we planning on getting CLAD, and if we weren't, our reasons why not. I've been to school to get my credential, I have a Master's degree. How many hoops do we have to jump through? How do we fight this?

Response: It's the federal government. It's not something we can argue with at our sites. Our site administrators are not the ones requiring it. We are fortunate enough to be in a district where our CLAD training is paid for.

V. Rep Binders-K. Wusthoff

- A. Please sign on the whiteboard if you do not have a binder so we can provide you with one.
 - 1. Each binder has copy of contract, agenda, handouts.
 - 2. Response to request for training.
 - 3. Each rep can make their own reference manual with materials and information provided at each meeting.
 - 4. Training on different subjects (e.g. Leave of Absence, Evaluation) will take place at rep meetings.
- B. Please bring your binders with you to all Rep Meetings.

VI. TLC-K.Wusthoff *see agenda attachment 2*

- A. Teachers who have earned 40 points now spend three years at the Prime column instead of two.
- B. Teachers have 3 years to earn their next 40 points.
- C. You can earn a maximum of 40 points in any given year.
- D. Only a maximum of 20 points will be carried over into the next earning period, regardless of how many points are earned.

VII. PFT Budget 2005-2006-M. Houle *see handout*

Secretary's Note: The PFT Budget is available for viewing on the PFT website, www.powayteachers.org It is updated quarterly.

- A. PFT fiscal year ends on August 31 and begins September 1.
- B. 2005-2006 Budget totals
 - 1. 68% of expenditures went to per caps and contracted fees (legal and accounting)
 - 2. 14.9% to Salaries and Benefits
 - 3. Year ended less than .2% out of balance.
 - a. There are some years when organizations choose to deficit spend for the general good i.e. going into a deficit after the school year has started rather than release staff members and shuffle students. It's not something you would do habitually.
 - 4. Projections for the 2005-2006 year were .4% off.
- C. Books for the 2005-2006 Budget are closed and ready to go to an audit for confirmation of the figures recorded.

VIII. Proposed PFT Budget for 2006-2007-M. Houle *see handout*

A. Known information

1. Back per caps
 - a. Will be paid in full in November
2. Staff and Clerical Salaries
 - a. Increases due to addition of staff person
 - b. Administrative Assistant given first pay raise in several years.
3. Rent
 - a. Lease has pre-determined increases with a reduction in the final year.

B. Rest of budget is an estimate.

1. Cannot predict exact numbers for income without known data such as # of members.

C. Projected 2006-2007 Budget Totals

1. 64% of expenditures to per caps
2. 20% to Salaries and Benefits
 - a. Increased staff plus officer stipends
3. 13.3% in Office expenses
 - a. reducing use of air conditioning, reorganizing phone service

D. Proposed expenditure for farewell party for Don Raczka.

1. An All Teacher email was sent out inviting all to an informal party for Don.
 - a. His contributions and work should not go unrecognized.
2. Are the reps willing to use some of the money budgeted for supplies to pay for hors d-oeuvres and drinks?
 - a. Items will be purchased from Costco.

Motion by J. Dyer: Food and drink for a farewell party for retired PFT President, Don Raczka will be paid for from monies budgeted for Supplies (budget line 4460).

2nd: T.J. McNaul

All in favor. None opposed. No discussion.

- In the future, when there are job openings in the PFT Office, we should have them posted.
- An All Teacher e-mail was sent out [by Don Raczka] advertising both positions. [The Communications Secretary] can look it up and send you hardcopy if you want.

IX. Health and Welfare-M. Houle *see attachment*

A. Scripps' "fee for service" policy currently costs more than any other provider to maintain.

1. Sharp is cheaper to maintain due to their capitated rate.

B. If we do nothing and allow the status quo cost increases from \$15 million to \$20 million.

1. If there is no agreement in place before Open Enrollment, current plan rolls over.

C. PUSD pays entire premium for employee only and subsidizes for dependents.

D. PUSD and PFT have maintained choice in health insurance plans.

1. Employee have been able to have a choice but paid the difference.
2. Employees who want to maintain Scripps as a Health provider may need to pay the difference.

E. Currently there are 3 options:

1. Do nothing, let current plan roll over.
2. Eliminate Scripps
3. Have a plan where those who choose Scripps pay the difference in cost from Sharp.

Question from President: What direction do you want us to take?

Discussion:

- Scripps has more offices here. Maybe people will pay the extra gas to go to a Sharp office if they see how much more Scripps is going to cost.
- Some people may be going to Scripps just out of habit.
- I need to explain to my staff: The HMO/POS is Scripps?
- No, the HMO/POS is the plan. Scripps is one of the providers.
- When you look at the cost between Kaiser and HealthNet HMO there's only a \$7 difference.
- Kaiser's cost includes pharmacy. You need to add \$74 to the cost of HealthNet HMO because we self-insure for pharmacy.
- 41% of the Total Enrollment is in Scripps.
- You can switch between Scripps and Sharp anytime before the end of the year if you contact HealthNet. It will take 2-6 weeks to process depending when you call. So if you want, you can check with someone who goes to Sharp, get a referral and try out the doctor.
- Sharp is also part of HealthNet. Those who choose Scripps will need to pay more. We can price them apart.
- So Scripps is driving the increase?
- Yes, because of "fee for service".

Question: Do you have any idea what the percentage of the increase will be if we separate the two providers?

Response: No. It all depends on what we negotiate. We could take it down to 19% but then what, have a \$20 co-pay? Less coverage? We need to balance the cost of the premiums with the benefits.

Question: Are we closer to self-insuring?

Response: No, we're farther away. If we self-insure we don't have access to the same data we have now on usage.

Question: Wouldn't we save money by just dropping Scripps?

Response: There are too many employees enrolled in Scripps to just drop it.

- I think the reaction will be like when we had to charge more for the POS. People want choice. Just don't make the differential crippling. I think people need to be weaned off of [Scripps].

Question from President: Is there any objection to separating?

No objections made to separating.

Question: If you eliminate Scripps, are there enough doctors in Sharp to accommodate everyone?

Response: Yes, there are other providers besides Scripps and Sharp.

- Try to come up with a fair flat line upfront. A flex plan is difficult to understand.
- Isn't Scripps going to lose a massive amount of business if people start to leave?
- We are 4,000. There are places who have an enrollment of 40,000 and are still maintaining Scripps as a provider. Their solution was to have a tiered plan. All new employees do not have Scripps as an option. We're not going there.

X. School Board Elections-M. Houle

A. 3 seats are up for re-election.

1. Incumbent, S. McMillan is not running.

B. PFT has been contacted by 2 candidates, Gutschow and Zane, regarding an endorsement.

C. Options:

1. Have a meeting in a “Town Hall” format.
2. Interview candidates individually
 - a. Endorse all, some or none.
3. Join Palomar Council for Town Hall format.
 - a. PFT has contacted Legislative chair and received no reply.

President solicited interested reps to join officers in interviewing candidates. 2 reps indicated interest.

Question from PFT President: Do we have consensus on interviewing the candidates individually?

No objections made.

Consensus: The Executive Council with 2 Building Reps will schedule interviews with the candidates running for school board and based on those interviews will endorse some, all or none.

XI: Restructuring the Executive Council

A. There is nothing in the PFT Constitution or By-laws that disallows an officer from being a PFT staff person.

1. Currently both the 2nd Vice President and Treasurer are holding directorships.
2. The position of 1st Vice President is vacant.

B. According to the Constitution and By-laws the President has the right to appoint a person to fill any midterm vacancies.

1. Under the current timeline, by the time a person is appointed by the President, then ratified by the Representative Council, he or she will hold office for approximately 3 weeks before elections. This does not seem efficient or practical.

C. The Executive Council proposes leaving the office of 1st Vice President vacant until the Representative Council has had the opportunity to discuss whether or not to restructure the Executive Council. This discussion will be held at the next Representative Council meeting.

No objections made.

- There is a lot of logic to waiting. It doesn't serve any purpose to have an office for only three weeks. Appointing someone now doesn't make any sense.

Meeting adjourned: 5:40 p.m.

Next meeting: Thursday, October 12

Submitted by Naomi Lukaszewski, PFT Communications Secretary