

Negotiations  
4/11/17

Meeting Began 4:13 p.m.

Check In

Those present: Dr. Cox, Tina Williams, Josh Aston, Maria Fassett, Ashley Johnson, Tara McCall, Shelley Coats, Michele Widmier, Wes DePew, Colleen Johnson, Linda Jones, Kerri Tibbitts, audience members.

Minutes for April 6, 2017 were approved.

A question was raised regarding errands on prep time language. The language has not been approved, so questions and corrections will be done at that time.

Bereavement language was approved as follows:

**Bereavement Leave**

*Employees within the Minidoka County Joint School District No. 331 shall be granted bereavement leave with full pay not to exceed five (5) regularly scheduled school days for level one relationships per event, and three (3) regularly scheduled school days for level two relationships per event.*

**Provisions:**

*The following provisions are to help in the administering of this bereavement leave.*

- 1. The employee may be asked to submit proof of relationship and of death to his/her immediate supervisor.*
- 2. Level one relationships are defined as husband, wife, significant other, mother, father, son, daughter, brother, sister, grandfather, grandmother, and grandchildren of either the employee or his/her spouse or significant other. It may also include a member of the household who is not a family member.*
- 3. Level two relationships are defined as uncles, aunts, first cousins, nieces, and nephews of either the employee or his/her spouse or significant other.*
- 4. Time to attend funeral services of co-workers or students within the school district will be provided, as can be arranged and with the approval of their immediate supervisor.*
- 5. The leave provided for in paragraph one (1) above shall not be charged against the employee's sick leave. If, because of circumstances beyond the control of the employee, more than the allowable days will be required, a written request should be made to the Superintendent with details indicating the need for additional days.*
- 6. The employee should notify his/her supervisor immediately if special circumstances prevent him/her from returning to work after the allowable number of days.*

## **Teacher Work Day Language**

### ***Hours of Employment:***

*Teachers are expected to be on duty eight hours, which includes a thirty-minute lunch. Building principals will determine the beginning and completion times according to the needs of the individual schools. There may be additional duties and meetings outside the regular duty day as outlined in Policy 402.36 Teacher's Provisions of Employment:*

*“6. All teachers are expected to perform assigned extra duties including such activities as before school supervision, noon recess, after school duty, bus loading, etc.*

*7 All teachers are required to attend all faculty meetings called by the District Superintendent and/or Building Principal.”*

*Any exceptions to policy should be preapproved by the building administrator.*

Teacher prep time language was approved as follows:

## **Teacher Prep Time Language**

*In order to ensure adequate time to prepare for instruction, elementary teachers will receive 60 minutes of prep time per day on a regularly scheduled day and secondary teachers will receive the equivalent of one regularly scheduled class period per day. Building administrators may schedule activities and meetings during two of these prep times per week and up to two additional prep times per month. Any additional administrative use of prep time will be for extenuating circumstances only.*

Running errands was discussed. Dr. Cox explained this was brought up because some teachers were misusing this time. Michele Widmier stated she didn't mind using this time for a doctor's appointment rather than taking a half day off. Josh Aston stated that if teachers leave, they need to notify an administrator. Ashley Johnson gave the example of a fire drill or other emergency where all staff needs to be accounted for.

Dr. Cox stated during the work day, staff should not leave campus without notifying the administrator. Dr. Cox and Shelley Coats will work on work day language.

Dr. Cox stated that where contract language and policy language is unclear, we use the minutes as the intent for clarification

## **Sick Leave**

It was agreed to change sick leave to match level one relationships as in bereavement. Language to be presented at the next meeting.

Dr. Cox again stated that if it's in policy, why would it need to be in the agreement. Linda Jones stated the District is in charge of policy, MCEA is in charge of the agreement.

## Emergency Closure Days

Wes DePew shared that a teacher was on maternity leave, she had used up her sick and personal days. She had done preparation and lesson plans. With school being cancelled due to snow, she lost even more days.

Tara McCall indicated that a teacher had scheduled a dentist appointment, which was cancelled, and so they would have to take another sick day for that appointment.

Shelley Coats brought up the point that teachers are waiting until the last minute to get a sub (waiting to see if school is closed) and then there are no subs available.

MCEA stated that if school is cancelled they want all leave reinstated.

### **Interests:**

Safety for all personnel

Equitable compensation

Teacher morale

Fairness – to all district, teachers, admin, subs, classified

Retention and Recruitment of new employees

Effective use of employee time – can work at home

Avoiding excessive use of personal days at the end of the year.

A way to deal with extraordinary circumstances

What is the expectation of the employees

Put in policy so it applies to all employees

Dr. Cox asked for clarification about including subs as the policy would not impact them. MCEA agreed that this would not impact subs.

Josh Aston expressed concerns that many staff wait until the end of the year to use their personal leave. This causes difficulty finding subs.

Maria Fassett wanted equitable compensation, teachers put in time to prepare plans, etc.

Wes DePew wants to make sure we're receiving full pay along with salary. Part of the compensation is sick and leave time.

Dr. Cox explained current policy states certificated do not have to come in. You are already being paid, you don't lose anything.

Maria Fassett asked if we would have had to make up days missed, would teachers have gotten paid extra? The answer was no, teachers were paid for that day. The issue is if you get personal leave returned if school is cancelled. She stated Jerome school district didn't charge their employees leave if school was cancelled.

It was asked if there is excessive use of personal leave which is causing a problem, the answer was yes. Colleen Johnson stated a teacher took off four personal days, then hoped for an additional four to go on vacation again if reinstated.

Tina Williams stated there is a problem with perception. The day is cancelled, teachers didn't go to work, but the public sees them at the store or in Twin Falls shopping. They are on the District time clock.

Maria Fassett stated when the weather was bad, she was told to go home by her principal. She feels the administrators are concerned about safety.

### **Options**

1. Sick leave scheduled on an emergency closure day would be cancelled (Dr. Cox)
2. Personal leave scheduled on emergency closure days would be cancelled (Maria Fassett)
3. Certificated employees are not required to attend school on emergency closure days (Policy 410.52) (Shelley Coats)
4. Unpaid leave will be cancelled on emergency closure days.
5. If safe, certified employees will attend work on emergency closure days. (Colleen Johnson)
6. If safe as determined by employee, they will attend work on emergency closure days. (Tina Williams)
7. Leave it to the policy review committee instead of in the agreement. See how it is handled in regards to certified and classified employees. If changes need to be made, address it next year. (Josh Aston)
8. Combine #5 and #6 with the addition work at home. (Colleen Johnson)
9. In extenuating circumstances appeals can be made to the Superintendent (i.e. maternity) (Dr. Cox)
10. Postpone for one week for the Board to discuss (Shelley Coates)

Michele Widmier asked if this was only for the agreement or policy. It was stated only for the agreement. Dr. Cox again reiterated he would be happy to take it to the Board where it applies to all employees as policy.

It was noted that Dr. Cox can approve up to five days of unpaid leave but any more days must be approved by the Board.

Caucus called at 5:21

Returned 5:42

### **Combinations**

- A. 1, 4, 7, 9 (Michele Widmier)
- B. 7 (Ashley Johnson)
- C. 1, 2, 3, 4, (Maria Fassett)
- D. 1, 5, 6, 9 (Colleen Johnson)
- E. 1, 4, 8, 9
- F. 1, 2, 4, 8

- G. 1, 4, 8
- H. 1, 4, 7
- I. 10

Caucus called 5:54 p.m.  
Returned 6:03 p.m.

**Combination Voting:**

- A. NO Wes, Tina, Tara, Maria wanted personal leave in, don't agree to tabling.
- B. NO MCEA
- C. NO Admin doesn't address what expectations of teachers are and feels Board will not approve personal leave.
- D. NO MCEA feels it doesn't address issues. Giving back one or two days is a good gesture. It's a good way to show they are appreciated.
- E. NO MCEA doesn't include #3
- F. NO Admin
- G. NO MCEA
- H. NO MCEA
- I. YES

Emergency closure days will be postponed until next week,

Maria Fassett feels personal leave should be reinstated. Teachers spend many hours preparing for leave, it's not like teachers aren't working.

Shelley Coats stated she spends many hours grading papers, it's a way to compensate for that.

Michele Widmier mentioned that to be fair we are not addressing the issue of equitable. To do this #A would give the Policy Review Committee a chance to create a policy that is fair for all.

Tara McCall asked if the Board would be willing to give back 50% of leave on emergency closure days?

Dr. Cox stated that the issue was on the Board agenda and will be discussed on Monday's Board meeting.

Tina Williams stated what has happened in the past is when articles are put in the agreement, it goes back to the Board and a policy is written for all employees. If it can be applied to a classified employee, it generally is. MCEA is bringing in concerns from constituents about losing all their leave.

**Contract Language**

Linda Jones explained you team didn't have to go through each article, the team can look over the table of contents and pick those that might need to be changed.

MCEA stated on page 11 of the agreement they would like to:  
Keep the Duty free lunch wording  
Change title to Teacher Prep Day (all agreed to this change)  
Add parentheses after brief meeting to state 15 minutes or less

Michele Widmier stated nothing can be done in 15 minutes. Some items may take 30-45 minutes.

Josh Aston agreed, just trying to get staff to the meeting takes time.

MCEA stated on the survey it was asked what constitutes as a brief meeting.

Caucus called 6:35  
Returned 6:44

Dr. Cox reminded everyone that the master agreement is a mutually agreed upon document, it is difficult when one side is only giving.

Ashley Johnson stated when there is something that needs to be shown/discussed with teachers it can't be covered in less than 45 minutes, so would have to happen after school.

Tina Williams reminded team what type of day it is – a teacher prep/directed day. There were concerns expressed over long meetings being held. Dr. Cox asked MCEA how many buildings this occurred in, the answer was two.

### **Time Options Discussed**

15 minutes NO Admin - logistically doesn't work  
30 minutes or less NO Colleen feels more time is needed; otherwise will need to meet after school.  
45 minutes or less NO Wes, Tara, Maria, Tina stated too long  
1 hour or less NO  
40 minutes or less NO, Tara  
30 minutes or less Asked to be put up again - NO, Colleen, Dr. Cox  
35 minutes or less Asked to be put up again - NO, Colleen  
41 minutes or less NO  
35 minutes or less Asked to be put up again - NO, Colleen not enough time  
45 minutes or less Asked to be put up again - NO  
30 minutes or less Asked to be put up again - NO, Colleen  
40 minutes or less Asked to be put up again - YES  
Leave policy as is with no time limit (brief meeting) NO

40 minutes or less was agreed upon.

Josh Aston made a motion to adjourn, Tina Williams seconded. The motion carried.

At the next meeting Jim Stark will be addressing the team regarding insurance. The Insurance Committee members have also been invited. This should only take an hour. We will continue to discuss Emergency Closure days and existing agreement language.

Meeting adjourned at 7:00 p.m.

  
\_\_\_\_\_  
Superintendent

4-18-17  
Date

  
\_\_\_\_\_  
MCEA Representative

4-18-17  
Date

