

# Poway School Employees Association

*Regular Meeting of the Membership and  
Board of Directors*

**PSEA Administrative Offices  
12245 World Trade Drive, Suite H  
San Diego, CA 92128**

**MINUTES for September 20, 2017**

BOARD OF DIRECTORS QUORUM CALL/CALL TO ORDER 5:03 p.m. A quorum was established.

<b>BOARD OF DIRECTORS</b>	
<b>PRESENT</b>	<b>ABSENT</b>
Courtney Martin, President Eileen LaLone, Treasurer Lorie Sherman, Secretary Marcelle Ouellet, Parliamentarian Nancy Brundrett, Member At Large Kim Carroll, Member At Large Susan Hartman, Member At Large Lonn Paul, Member At Large	
<b>OTHERS PRESENT</b>	
Ricardo Ochoa, Terri Johns, Davin Erickson, Leila Yekrangian, Luanne Hook, Michelle Testa, Angelica Porada, Shelly Fleming, Janet Alkema, Nancy Schiffer, Yoenda Dornan, Ester Berry, Roberta Markey, Deya Wilson, Hilda Chaiday.	

## MEMBERSHIP MEETING

Courtney Martin, PSEA President, gave an update regarding involuntary transfer letters that were sent out to over 30 Instructional Assistants in the ASD classrooms. These classrooms are already heavily impacted with workload because of the nature of the students they serve. We receive many issues like lack of breaks and lunches, workload, injuries, and coworker issues from these classrooms. PSEA was first notified of these involuntary transfers and reduction of staffing by concerned principals after they had a meeting with the District. Obviously, PSEA does not support this reduction in staffing and expressed this to the District. The PSEA Board of Directors agreed unanimously to use every resource at our disposal to fight these changes, as they affect the working conditions of our employees and the District failed to negotiate the impacts with us. The following week, the District rescinded the involuntary transfer notices to Instructional Assistants and reduction of staffing in the ASD classroom. The District has committed to moving forward with all stakeholders in a FCMAT Report review committee to discuss best practices in Special Education and identify changes, if necessary.

Members had many concerns over payroll errors. Some members reported that monies were deducted and adjustments were made without any type of communication or reason. Members expressed that when they call or email the payroll department, response time can be slow to non-existent. The transition to PeopleSoft and the resulting backlog in the Payroll Department has likely been quite taxing

on the workload of the Technicians. PSEA noted that the Payroll Department is lacking a supervisor and has been since the previous supervisor resigned in the spring. The District is currently in the process of hiring a new Director in Payroll. PSEA has been working with Personnel in hopes to resolve the many Payroll issues that members have brought to us. Personnel has asked that we be patient as the new Director will be on board soon and will address these issues individually and systematically.

Members also discussed custodial issues in regards to getting two custodians for two Facility Use Requests happening simultaneously. Arthur Hall and Courtney Martin had a conversation with Chad Koster regarding this issue. Chad stated that custodians are to open the facility and not to do any cleanup as that is the group's responsibility (See Custodial Service Section of Facility Use Rules and Regulations <https://www.powayusd.com/PUSD/media/BSS/Requests/rulesAndRegs.pdf>). In addition, if two custodians are required, they should contact the M&O Department with their request and reason. Call PSEA Office if you have any further issues.

### **MEMBERSHIP MEETING ADJOURNMENT**

**5:51 p.m.**

It was moved by Susan Hartman, seconded by Eileen Lalone, to adjourn the meeting. **Meeting adjournment was approved by unanimous consent.**

### **BOARD MEETING**

**BOARD OF DIRECTORS QUORUM CALL/CALL TO ORDER 5:52 p.m.** A quorum was established.

### **REPORT OUT FROM CLOSED SESSION**

None.

### **REVIEW OF MINUTES**

Motion to read and approve the minutes of the last Board of Directors meeting held on August 16, 2017: Motioned by: Eileen LaLone; Seconded by: Lonn Paul. Motion: carries.

### **BOARD UPDATE**

General Counsel Report September 2017

### **PERB Charges**

- **Vacation Accrual ULP** – This case involves the District's unilateral changes to vacation accruals at the beginning of the 2016-2017 school year. In May of this year, PSEA agreed to place this charge in abeyance (i.e., on hold) until September 15, 2017, to give the new Superintendent an opportunity to get up to speed on the case, with the expectation the District would look at whether to resolve the case before trial. Unfortunately, the District appears not to have done anything with this case for the last four months, so on September 18, 2017 the case was taken out of abeyance and we anticipate a trial in November or December.
- **Hourly Sick Leave ULP** – This case involves the District's unilaterally implementing a cap on accrual of sick leave by hourly substitutes and limited term employees in PSEA Unit I. PSEA and the District have submitted to PERB a joint stipulation of facts in this case and will be filing our written arguments with the PERB Judge in October. We anticipate a ruling by the PERB Judge in spring of 2018.

- **No Contact Directive III ULP** – PSEA is continuing to prosecute this charge, which involves an unlawfully broad “no contact directive” issued to an employee under investigation. PSEA had previously filed, and resolved, two charges against the District for issuing these no-contact directives. The District has responded to PSEA’s charge, and PERB is evaluating whether to issue a complaint against the District and set this case for trial.

**COMMITTEE UPDATES**

See Committee Appointments (GO2017-09-03).

**GENERAL ORDERS**

1. GO2017-09-01: Approve from the 2017/2018 budget, a transfer of \$20,000.00 from the Litigation Reserve to Consultant Fund. First Read: No Action Taken.
2. GO2017-09-02: Approval to send Representative(s) to the CalTurn Conference in Riverside, CA. Cost is \$125.00 per person, plus lodging and travel in an amount not to exceed ~~\$800.00~~ (Board Approved \$1200.00). Motioned by: Susan Hartman; Seconded by: Nancy Brundrett; Motion: carries. General Order to be amended to reflect Board approved amount.
3. GO2017-09-03: Approval of Committee Appointments. Motioned by: Susan Hartman; Seconded by: Lonn Paul; Motion: carries.

**BOARD RESOLUTIONS**

- BR2017-09-01: Janitorial Services Selection - Tabled

**GENERAL BUSINESS**

None.

**ADJOURNMENT**

**6:20 p.m.**

It was moved by Marcelle Ouellet, seconded by Nancy Brundrett, to adjourn the meeting. **Meeting adjournment was approved by unanimous consent.**

ATTEST:

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Lorie Sherman, PSEA Secretary

Date: \_\_\_\_\_