

Poway School Employees Association

Regular Meeting of
THE BOARD OF DIRECTORS
Wednesday, January 25, 2012
PSEA Administrative Offices - 13378 Poway Road, Poway, CA 92064
MINUTES

QUORUM CALL/CALL TO ORDER 5:00 P.M. A quorum was established.

BOARD OF DIRECTORS	
PRESENT	ABSENT
Lynnette Turner, President Linda Farmer, Vice President Yoenda Dornan, Secretary Mary Jo Stollfuss, Treasurer Courtney Davis Martin, Parliamentarian Heather Perry, Member at Large (3-Year) Doug Crooks, Member at Large (2-Year)	
OTHERS PRESENT	
Marcelle Ouellet, Janet Alkema, Jim Cunningham	

GUEST SPEAKERS

None present.

MEMBERSHIP COMMENTS

A member asked if Lynnette had received her comments for the negotiation team. She responded she had and they will be shared with the team.

REVIEW OF MINUTES

After reviewing the minutes a motion to accept the minutes from the Board of Directors meeting on January 25, 2012 was made by Linda Farmer, seconded by Mary Jo Stollfuss. Motion carried unanimously. Lynnette Turner made a correction to the number of the Minute Order from the previous board meeting, approved as changed: 12-01

GENERAL ORDERS

Resolution: 2012-01-01, Conflict of Interest Policy was read to the Board. Motion to adopt by Mary Jo Stollfuss; seconded by Courtney Davis Martin. Motion carried. The Conflict of Interest Policy will be available for any member to read in the PSEA office.

OFFICER REPORTS

President's Report

- Lynnette Turner reported that the District has sent out letters to employees regarding the liability coverage to employees by the District. This would include Diastat, Epi-Pens, and administering of other such medications.

- In the Labor Relations meeting, PSEA discussed:
 - Holiday/rollback days for part-time employees. There is sometimes confusion about reducing the hours of assignment on a week where a holiday or rollback day occurs. Some managers are asking employees to work their regularly assigned hours, and take the holiday or rollback time as comp-time at a later date, which is OK if the employee is agreeable and other times, people just don't know how to handle this. PSEA asked that managers are sent an official notice regarding part-time employees and compensating for holiday/rollback time.
 - PSEA asked if some classified employees are receiving a stipend for extra work. District is investigating.
 - PSEA asked about the use of certificated employees as substitutes in place of Instructional Assistants who are absent. District is investigating.
 - PSEA asked about the only 11.5 month position in the District and why it was still an 11.5 month position. District will investigate.
- PSEA has the official report of our first Audit. Copy on file in the PSEA office. We passed with flying colors on all counts.
- Lynnette Turner recommended that Courtney Davis Martin, Lynnette Turner, be added with Mary Jo Stollfuss, to the Catastrophic Illness Committee. Motion to accept the recommendation by Doug Crooks; second by Linda Farmer. Motion carried.
- PSEA's Executive Board has been invited to participate with the District in Interest-based Problem Solving Training. Lynnette met with the trainer, Kate McKenna, and was impressed with experience with teachers' unions and her unbiased view point. Kate wants to meet with the Board before our first training session so we will be prepared and comfortable with this process.

Vice President's Report

The Vice President reported:

- Linda Farmer continues to attend the Personnel Commission meetings, and continues to raise PSEA concerns regarding hiring from the outside when there are qualified employees in-house.
- Linda reported that an Administrative Assistant I was recommended to be reclassified to a II and approved by the Commission. Also, a salary reallocation was "tabled" to a later date so budget/job duties/comparisons could be reviewed.
- Linda attended the School Board Meeting and reported that our Sunshine Proposal was presented and approved.
- Linda reported that after attending the Governor's workshop the budget looks grim. Special Education has mandated requirements regarding transportation for students, which has no budget allotted by the State of California; this may directly affect our unit. Much of the Governor's budget is dependent on voter approval of tax increases.

Secretary's Report

None presented.

Treasurer's Report

- Mary Jo Stollfuss presented the current income and expense report. The president ordered the report filed.
- Mary Jo also reported that we now have 722 members.

Parliamentarian's Report

- Courtney Davis Martin reported that the website is up; the new one is still being developed.
- Courtney spoke with her ESS employees and they want movie tickets.

Members At Large Reports

None presented.

GENERAL COUNSEL'S REPORT

- Jim Cunningham spoke briefly on the IBPS and how the ground rules may be based. It works when there is trust. It may be a difficult process for economic issues.
- Jim researched the request for information from the insurance carrier and informed us that PSEA and our office is fully insured; our renewal is in July and he expects no increases in our premium.
- Jim would like to have one more speaker come to talk about PARS and how it works for our retirement seminar.
- Jim reported that they are still working on the 'mold' issue at Del Sur. Mold is a tricky thing as it goes dormant and then re-activates with weather changes.
- Jim that a determination letter from the IRS is slow, but is in process.
- When we filed our tax returns, Jim told us that there are some questions that become complicated such as our date of inception. Was it the date of decertification vote; the first board meeting date; the first organizing committee meeting date; when we collected our first dues? Our date of inception was settled on as the first day we collected any dues/fees: September 24, 2011.

EXECUTIVE SESSION

- Ended at 6:27 p.m. Nothing to report.

COMMITTEE REPORTS

Recreation Committee

- Lynnette Turner told us that she had sent out a Zoomerang survey regarding a Padres game. 128 responses within a day...overwhelming "yes." A weekend game works best.
- Yoenda Dornan also gave Linda Farmer a flyer that a member gave her regarding Sea World and certificated discounts. Would like to see if Sea World would extend the same discounts to classified employees. Linda to look into this.
- Jim Cunningham gave us a phone number for Bob Blough from SBPEA to see about discounts, banners, and such.

Evaluation Committee

None presented

Legislative Committee

None presented.

UNFINISHED BUSINESS

- A letter of Welcome for new employees will be brought to the Board by Doug Crooks and Mary Jo Stollfuss. Bring information/draft to next Board meeting.

NEW BUSINESS


- Linda Farmer brought up that we needed a safe to store money, tickets, any valuable that PSEA may purchase. She is to bring quotes on cost to next Board meeting.
- Heather Perry is to bring a quote on a copy/fax machine to the next Board meeting.
- Jim Cunningham is to bring procedures to the next Board meeting on how to handle money transactions.
- Lynnette Turner suggested holding a meeting that addresses ESS questions, perhaps to serve pizza, change the time to 6:30 to accommodate their schedule, and have discounts tickets available so when they become members they will have the options to purchase tickets to movies, theme parks, etc.
- On June 30, 2012 we will need to refund any non-member agency fees to members. So far there is only one employee that fits this category.

ADJOURNMENT

- 6:43 p.m.

It was moved by Heather Perry, seconded by Doug Crooks, to adjourn the meeting. **Meeting adjournment was approved by unanimous consent.**

ATTEST:


Yoenda Dornan, PSEA Secretary

Date: 1-25-12