

Collaborative Conferencing Meeting

February 27, 2017

Facilitator: Jeanine Johnson

Present: Constance Brown, Kim Trotter, Cathy Kolb, Ray Szczepaniak, Joyce Brown, Yosha Howe, Jeanine Johnson, Beth Unfried, Danny Grant, Dr. Mary Gist, Marcus Heaston and Dr. Bryan Johnson.

1. **Reviewed minutes from 1/30/17** – approved.
Ray Szczepaniak requested that Progressive Discipline (HUM-S052) be discussed at the next meeting.
2. **Extra Duty (HUM-A040)** – Discussed misinterpretation of this policy. If an employee volunteers, and is not assigned or required, they do not have to be paid. Alternatively, Danny Grant suggested the extra duty pay could be donated back to the school or organization. The addition of “request” in paragraph 3 of the policy was discussed and agreed upon.
3. **Bereavement (HUM-A061)** – Discussion of bereavement days coming out of pool of sick leave days. CMCEA asked the group to consider adding one separate bereavement day for the ability to request one bereavement day, if personal leave is exhausted. Kim Trotter asked Danny Grant if he could calculate an estimate of the financial impact of adding one bereavement day.
4. **Grievance (HUM-A051)** – Discussed adding two specific sentences to this policy. If this is in Annual Employee training, the placement of it may need to be reviewed (near Progressive Discipline). If it is not in the annual training, we will look at adding it. Jeanine Johnson will follow-up with the Professional Development Department to determine if this is part of the annual training.
5. **Salary Deduction of Labor Union Dues (PAY-A003)** – Carol Joiner reviewed and provided an attorney’s general opinion for members to review. Requested by-laws for PET and CMCEA be made available for review to determine if they are participating in political activities.
6. Dr. Bryan Johnson reported that a previous inquiry into directly reporting technology work orders would likely be implemented in 2017 – 2018.
7. High school academy teachers are required to attend 4 -5 night events per year. The question was posed regarding the possibility of flextime being given to these teachers, as it is for guidance counselors. Conversely, counselors redeeming flextime does not require hiring a substitute. Also, administrators sometimes require counselors to come in and work outside their calendar.
8. **Future meeting dates (all on Mondays at 4:00 pm).**
 - Mar. 13th Directors Conference Room @ 4:00 pm – 6:00 pm
 - Apr. 3rd Directors Conference Room @ 4:00 pm – 6:00 pm
 - Apr. 24th Directors Conference Room @ 4:00 pm – 6:00 pm

Minutes By: Mary Gist