

## Collaborative Conferencing Meeting June 3, 2013

**Facilitator:** Kim Trotter

1. Check-in
2. Minutes reviewed and approved
3. Salary Discussion: Clarified questions and reviewed corrected salary schedules for 2011/2012 and 2012/2013. We will need to develop an effective message for teachers in order to understand the changes.
  - No one will be getting less pay than the year before reviewed.
  - Employees receiving corrected salaries for 2011/2012 and 2012/2013 will see the back pay on September 2013 pay.
  - Salary corrections will be presented as budget amendments.
  - Proposed 2013/2014 salary schedule was reviewed, no COLA and no steps.
  - Discussed that employees with 20 years plus will not have a decrease in pay. Communications for this aspect of the schedule will be needed.
  - All members agreed to the proposed salary schedule for 2012/2013.

**Key Communication Points:** Explain the history (Education Job Bill).

- Message must connect the previous increase in the 2010/2011 pay schedule to help clarify why the COLA was not added in 2011/2012 and 2012/2013.
  - Possible hotline/email set up to address the concerns.
  - Each teacher will get a different letter based on their placement on the pay schedule.
4. Policy Review:
    - PAY-A-003 – Salary Deduction of Labor Union Dues Policy effective 7/1/2011
    - HUM-A037 – Personal Leave effective 7/1/2011
    - HUM-A061 - Bereavement Leave effective 4/8/2013
    - HUM-A040 – Extra Duty effective 7/1/2011
    - INS-A011- Length of School Day
    - HUM-A062- School Year Preparation Day Stipend
    - HUM-A051- Employee Grievance effective 4/3/2006
    - HUM-P023 – Local Evaluation Grievance of Teacher or Principal, effective 6/7/2012
    - HUM-A064 – Salary Change Based on Education Level
    - HUM-A063 – Employee Dress Code

Collaborative Conferencing Policy:

Disciplinary Conference Policy

- “Letter of concern” should be added to the Disciplinary Conference Policy.
5. Memorandum of Understanding – Salary and the Disciplinary Conference Policy will be two exhibits. Copy will be electronically sent to Kim and Cathy to have their organizations reviewed.

6. Next meeting – will wait until August. We will stay in touch as far as the best date for all of us.
7. Check-out

Minutes taken by: Erika McCraw