

MIDDLETON-CROSS PLAINS AREA SCHOOL DISTRICT

Teacher Employee Handbook Meeting Middleton High School – Upper LMC 2100 Bristol Street, Middleton, WI 53563

Committee Meeting Minutes Wednesday, October 22, 2014

The meeting began at 5:23 p.m.

Present: Don Johnson, Kari Weiss, Sue Malliet, Jessie Moore, JoEllen Pauls, Jerry Moen, Sarah Pflasterer, George Mavroulis, Tabatha Gundrum, Tricia Rodey, Kellie Collins, Brenda Weiss (left at 6:18 p.m.), Board Representatives: Paul Kinne, Bob Green, Annette Ashley (arrived at 5:31 p.m.)

Not Present: None

Others Present: Director of Student Services Jerry Nicholson

1. Approval of Minutes from October 2, 2014 Committee Meeting

MOVED by Kinne **SECONDED** by Mavroulis **to approve** the minutes of October 2, 2014. **Motion carried unanimously, 12-0.**

2. Special Education Licensure Pilot

Don reported out on the applications that were received from staff who are interested in the special education pilot. The committee shared some feedback from teachers and also shared some of their concerns.

3. Special Education Language Items Review

- Diagnostic Requirements
- Stipends
- Speech/Language Evaluation Load
- Teachers as LEA Reps
- Elementary Case Management Time

Jerry Nicholson reviewed the special education items listed above with the committee. Brief descriptions of the items as follows:

- Diagnostic Requirement – This is not a change of practice. The comprehensive language was removed. Jerry has received no concerns from the diagnosticians regarding the changes in the handbook.
- Stipends – The district uses the stipends to pay special education staff for IEP time. Prior to this change, the money was only going to certain staff. Now it will be dispersed across the entire special education staff. This change makes it easier for staff due to less paperwork. These stipends combine caseload weights, IEP time and Medicaid billing time.
- Speech/Language Evaluation Load – There are basically no changes to the handbook language. The diagnostician time is being adjusted moving forward to account for the additional evaluations that can be completed by building level speech and language pathologists.
- Teachers as LEA Reps – The district will absolutely not use teachers as LEA reps.

- Elementary Case Management Time – We have added 30 minutes of flex time to be scheduled each week for elementary case management.

4. Review and Discuss Additional District Information for the Certified Staff Handbook

- Sections 1-3

Don asked the committee to review Sections 1-3 prior to the meeting. He asked the committee members for any feedback on these additional items. The committee discussed 2.12 False Reports, 2.14 Gifts and Sales of Goods and Services and a few other minor changes to those sections.

5. Review of Semi-Final Draft of the Handbook for 2014-2015

- Sections 4-8

The committee reviewed the sections listed above and discussed reimbursable leave and funeral leave. The language in personal leave also needs to be revised.

6. Items for Additional Research/Discussion

- 4K Program 4.05, 2-D
- Temporary Contracts (seniority) 5.08
- Non-Renewal 6.02
 - Due to Reduction in Force/Involuntary Transfer (needs development)
- Discipline & Discharge 6.03
- Grievance Procedure 6.04, 6.05
- MEA Distribution of Print Material to Classrooms
- Pay for Presentation Time 5.17
- Pay for Elementary Recess Duty – 8.04 Appendix
- Teaching Hours/Overloads 4.05

The committee reviewed the items listed above. The 4K Program description was added and the committee agreed on this revision. Temporary contracts were discussed and the committee agreed with administration's recommendation that temporary contract service can be applied to seniority if they continue with a regular contract in the district. The committee needs to discuss and add in language for non-renewal due to reduction in force. This will be added as item #4 and reviewed at the next meeting.

The committee briefly discussed reviewing seniority which is a larger item. Administration would like to review several scenarios.

George distributed information on the teaching hours. This item will be discussed at the next meeting.

7. Items Lacking Consensus

- Reassignment/Transfer/Posting of Vacancies/Filling of Vacancies 5.07
- Previous Teacher Experience/Grad Credit/Placement on Salary Schedule

This item was not discussed.

8. Other Items

- Other Time Sensitive Items for Future Agendas or Clarification of Other Items Submitted by Committee Members

This item was not discussed.

9. Possible Next Meeting Dates:

November 12, 2014 – District Administrative Center

December 2, 2014 – District Administrative Center

Don then asked for comments and/or questions from the audience members. Chris Bauman stated that she doesn't feel the stipends table is fair and asked the administration to add back in the language for the diagnostic responsibilities.

The committee discussed plans for the next meeting. The committee agreed to an all-day meeting on November 12. We will begin at 8:30 a.m. and the meeting will be held at the District Administrative Center.

The meeting ended at 7:35 p.m.

Cheryl Janssen, Board Secretary