

Sedgwick County Area Educational Services Interlocal Cooperative #618  
and Special Services – NEA Teacher’s Association

**MEETING NOTES**

7/15/2010  
Cooperative Office  
5:00 – 7:00 p.m.

**Present:** Craig Elliott, Chief Negotiator; Shelley Dunham, Special Services – NEA Teacher’s Association President; Bill Dalbom, Board member; Bruce Nicholson, Board member, Dru Walter, Special Services – NEA Teacher’s Association Representative; Larry Clark, Director; Karen Kuhn, Assistant Director.

Those at the table introduced themselves and the purpose of the meeting, to review or explain noticed items, was established.

Prior to introducing the noticed items, Craig asked where everyone was with the Memorandum of Understanding. Both the Board and the Special Services NEA Teacher’s Association agreed that all items agreed to were implemented, with the exception of a Study Team to review the sick leave pool procedures and to recommend any changes to the Board and the Teacher’s Association. The Teacher’s Association said they would address this through their noticed items.

Shelley deferred to the Board negotiator to introduce noticed items.

**See attached list of noticed items presented to Shelley Dunham on January 25, 2010.**

1. **Page 3** Preamble dates change – no discussion necessary. The Special Services NEA Teacher’s Association **Tentatively Agree** to this item.
2. **Page 9** Duration dates change - The Board offered a one-year duration clause with an effective period of July 1, 2010 through June 30, 2011. The Special Services NEA Teacher’s Association **Tentatively Agree** to this item.
3. **Page 12** Early Resignation Notice – Consider eliminating or reducing the Early Notice incentive. There was a brief discussion regarding how many individuals utilized this during the 09 – 10 school year. Larry stated that there were 7 staff members who submitted early resignation/retirements notices. Shelley asked if this was a way to save money. She also discussed that when this was implemented it was to hopefully provide the Coop with advanced notice and the opportunity to hire replacement staff sooner.
4. **Page 16** Disciplinary Actions – Consider language for disciplinary actions for a staff person that is not considered minor in nature. The Board is asking for clarification on what would be considered “minor in nature.” The Board asked the Teacher’s Association to help with the wording or description of “minor in nature.” The Teacher’s Association agreed to assist.
5. **Page 20** Reduction in Force – Consider adding language to the Reduction in Force formula for difficult to fill positions. Examples were given with regard to situations in which a non- tenured and/or tenured teachers who teaches a particular population of students with special needs (i.e. structured learning, visually impaired, etc.) may be included in the

- reduction of staff and would then leave the cooperative with out individuals with a particular expertise needed to support the students.
6. **Page 21 Salary Schedule** – Consider changes to the salary schedule. No discussion occurred. Will be addressed at a future negotiation’s meeting.
  7. **Page 23 Advancement on the Salary Schedule** – Consider changes to the Vertical Movement and Horizontal Movement on the salary schedule. No discussion occurred. Will be addressed at a future negotiation’s meeting.
  8. **Page 23 Defined Benefit** – Consider changes to the defined benefit amount the Board will pay. No discussion occurred. Will be addressed at a future negotiation’s meeting.
  9. **Page 9 Cooperative Retirement Plan** – Consider changes in the contribution amount per contract year. No discussion occurred. Will be addressed at a future negotiation’s meeting.

**Page 12 Release from Contract** - The Board asked that this item be added to the noticed items due to the fact that the State Board of Education has changed the dates related to when employers (school districts) need to notify staff of non-renewal and when staff are obligated to notify their employers (school districts) that they will not be returning to work the following school year. The Teacher’s Association agreed to add this item.

**List of noticed items presented to Larry Clark on January 28, 2010.**

1. *Salary and Wages* – No discussion occurred. Will be discussed at a future negotiation’s meeting.
2. *Association Rights* – Access to information – The Association asked that a form be included in new hire’s packet that would provide the Association with notification of their hiring. The Association provided an example of such a form. The Board **Tentatively Agreed to this item.**
3. *Contract Year* – The Teacher’s Association is asking for a reduction in the number of contract days from 191 to 190. They ask that the reduction be one of the inservice days in August, prior to the start of the school year.
4. *Job Related Illness or Disability* – Since this was addressed through last years contract. **The Teacher’s Association asked that this item be dropped from their noticed items. The Board agreed to their request.**
5. *Personal Leave* – The Teacher’s Association is asking for an increase in the number of personal leave days per year from 3 to 4. They are also asking that if a staff member has not used all of their personal leave in a given year, that they be allowed to carry over one day to a maximum of 5 days.
6. *Sick Leave Pool* – The Association wishes to include language from last year’s negotiations which would be to have a committee and representation from the following group; one elementary teacher, one secondary teacher, the Association president, a related service provider, and the Director of Special Education; to review and deny/approve requests to utilize the Sick Leave Pool.
7. *Section 125 Salary Reduction* – The Association is requesting that the amount allowable for unreimbursed medical expenses be

maximized. Currently the Board allows for up to a total of \$2400. The Board explained the possible issues/liability that might arise if the current amount was to increase. The Board did agree to investigate whether or not there are maximum limits. The Board will bring that information to the next negotiation's meeting.

8. *Advancement on the Salary Schedule* – No discussion occurred. Will be addressed at a future negotiation's meeting.
9. *Voluntary Payroll Deduction* – The Association is seeking to allow payroll deductions for the selection of Association dues to remain selected until voluntarily altered. The Board agreed to follow up on this request and bring information back to the next negotiation's meeting.
10. *Method of Payment* – **The Teacher's Association asked that this item be dropped from their noticed items. The Board agreed to their request.**
11. *Individual Educational Program Work Days* – The Association is requesting release time for staff members to complete IEP related paperwork. In particular they are requesting two days per year. They also suggested that those days could be days currently used in the school districts for staff development. Teachers would be given the option to attend the staff development or work on paperwork.
12. *Additional Pay for Large Caseload* – The Teacher's Association is asking for maximum caseload limits (Primary and special programs – 18 max., 3<sup>rd</sup> – 12<sup>th</sup> grade – 20 max.). The Association is also requesting that when caseloads exceed this maximum, teachers will be compensated monetarily. The Board stated that they would not negotiate caseload size.
13. *Just Cause* – The Association asked that the teacher evaluation process include a provision for when a non-tenured teacher's contract is non-renewed that would allow for improvement including support from mentors, coordinator's, etc. The Association feels that when the Board determines to non-renew a teacher, it should not come as a surprise.
14. *Teaching Materials* – The Association expressed concerns that some staff members are being asked to provide their own teaching supplies (paper, pencils, etc.). **The Association agreed to drop this item from their noticed items. The Board agreed to address this item with staff at the back-to-school inservice in August.**
15. *Paid Temporary Leave* – The Association is asking that staff be allowed to accumulate unused sick leave without limit. They are also asking for a general leave policy (identical to last years request). No discussion occurred.
16. *Binding Fact-Finding* – **The Teacher's Association asked that this item be dropped from their noticed items. The Board agreed to their request.**
17. *Selection of Section 125 Representative* – The Association asked how vendors are selected. The Board stated that the employer selects the

vendors. **The Association asked that this item be dropped from their noticed items. The Board agreed to their request.**

18. *Scheduling of Individual Education Plan Meetings* – The Teacher’s Association is asking that staff be available to IEP managers for the scheduling of annual IEP meetings. Currently the IEP manager is responsible for coordinating and scheduling annual IEP meetings. Shelly stated that in one building the school psychologist secretary scheduled IEP meetings for a teacher. The Association is asking that someone be hired or someone already on staff be assigned this task.
19. *Salary Schedule Placement of New Employees* – The Teacher’s Association is seeking conditions as they relate to new bargaining unit members, who may be employed when vertical and horizontal movement on the salary schedule is suspended, shall be placed at their current year’s placement and education at the time of hiring. The Teacher’s Association stated that the Goddard School District put this place last school year. No discussion occurred.
20. *Special Educators and MTSS* – The Association seeks to protect the time and responsibility of staff members. The Board agreed to address this item at back-to-school inservice. **The Teacher’s Association asked that this item be dropped from their noticed items. The Board agreed to their request.**
21. *Salary Reopener* – **The Teacher’s Association asked that this item be dropped from their noticed items. The Board agreed to their request.**

January 25, 2010

TO: SPECIAL SERVICES - NEA TEACHER'S ASSOCIATION  
SHELLEY DUNHAM

FROM: SEDGWICK COUNTY AREA EDUCATIONAL SERVICES  
INTERLOCAL COOPERATIVE #618 - BOARD OF DIRECTORS

RE: PROFESSIONAL NEGOTIATIONS

Pursuant to K.S.A. 72-5413 et seq., the Board of Directors of the Sedgwick County Area Educational Services Interlocal Cooperative #618 hereby gives notice to Special Services - NEA Teacher's Association of the Board's intent to negotiate with the Association for the 2010-2011 school year the items listed below:

Item Number	Page Number	Item
1.	3	Preamble dates change;
2.	9	Duration dates change;
3.	12	Early Resignation Notice – Consider eliminating or reducing the Early Notice incentive;
4.	16	Disciplinary Actions – Consider language for disciplinary actions for a staff person that is not considered minor in nature;
5.	20	Reduction in Force – Consider adding language to the Reduction In Force formula for difficult to fill positions;
6.	21	Salary Schedule – Consider changes to the salary schedule;
7.	23	Advancement on the Salary Schedule – Consider changes to the Vertical Movement and Horizontal Movement on the salary schedule;
8.	23	Defined Benefit – Consider changes to the defined benefit amount the Board will pay; and
9.	25	Cooperative Retirement Plan – Consider changes in the contribution amount per contract year.

Please note that Dr. Craig Elliott has been designated by the Board of Directors to act as their chief negotiator with Mr. Bruce Nicholson, Vice President of the Board of Directors of the Cooperative and School Board member from Maize, and Mr. Bill Dalbom, member of the Board of Directors of the Cooperative and School Board member from Conway Springs, assisting for the 2010-2011 school year negotiations. If you would like to contact them at an early date to establish a date and time for the first negotiating session, please contact the Director for their numbers.