

Nampa Joint Negotiations Team  
Interest-Based Bargaining Facilitation  
February 20, 2019  
8:30 a.m. to noon

Team Members: Mandy Simpson, Veronica Maple, Brian Coffey, Chad Longley, Seanna Ault, Jaimee Hoelsing, Chuck Silzly, Sandra Urbina, Diana Molino and Gregg Russell.

**1. Check-in**

Gregg began the meeting at 8:34 am. Sandra, Gregg, Chad, Diana, Veronica, Mandy and Seanna were in attendance. Chuck and Ryan were unable to attend. Brian is on his way; the snow affected his commute. Jaimee had a parent event at school this morning and will be in when that is over. Sandra and Seanna need to leave early to return to their classrooms.

**2. Approval of Minutes from February 13, 2019**

The minutes from the February 13<sup>th</sup> meeting were approved.

**3. 4.2.1 Straw Design (Diana, Veronica and Sandra)**

The team discussed the revised language that was added to the One Note folder. There is not a white paper to go along with the revised language.

The team discussed the revised language.

There were concerns with being able to find three certificated pupil personnel staff members that would be able to participate in the team. The team added the language “every effort will be made” to include three certificated pupil personnel and added “such as” to define which pupil personnel could be included.

Jaimee joined the meeting.

The team discussed the language to include a parent on the team and the maximum number of members on the committee. The team discussed the goal of the evaluation team, and sought clarity that the goal of the team is to educate the community or something different. A suggestion was made to invite members that are not staff: parents, community members and a student.

Brian joined the meeting.

There was discussion that the board strongly believes that community members should be added to these teams as much as possible. A vote was taken regarding adding a student and a community member to the team. The maximum number on the committee would be 12. The team tentatively agreed to the language listed below.

**4.2 CERTIFICATED EVALUATION TEAM**

4.2.1 The Board of Trustees or designee shall develop an Evaluation Team to review the District’s current evaluation program for all Certificated Employees. Evaluation Team meetings shall be conducted by the HR Director or designee. The Evaluation Team shall include three (3) Building Administrators designated by the HR Director or designee and three (3) Certificated Professional Teachers designated by the NEA President. Every effort will be made to include three (3) Certificated Pupil Services Staff, such as one Counselor, one Nurse, and one Ancillary employee agreed upon by the

HR Director or designee and the NEA President. Every effort will be made to include one (1) parent, one (1) student, and one (1) community member agreed upon by the HR Director or designee and the NEA President for a maximum of 12 members. Every attempt will be made to have representation from all three school levels. This team shall thereafter evaluate the newest mandates of the state with regard to Certificated Employees' Evaluations and shall develop a recommendation to be presented to the Board of Trustees. The recommendation of this Team shall be consistent with the state laws and applicable state board rules regarding Certificated Employees' Evaluations. This information shall be shared with all employees via email and posted on the NSD website.

#### **4. Article 4 (Collaboration)**

The team reviewed Article 4 Collaboration. There was discussion regarding the language in the opening paragraph. The team discussed using the word certified or certificated throughout the document. The team decided not to review language word by word, but agreed to change the wording throughout the entire document. Idaho Code typically uses certificated rather than certified. The team agreed to change the opening paragraph in Article 4. The second sentence will be "the NEA shall be invited to participate in placing certificated staff on district committees." This article will expire on June 30, 2021.

##### **4.1 Building Advisory Teams**

This language creates two building-level teams: a building-level advisory team and a building leadership team. The two teams are intended to address different sets of building-level issues. The team discussed ways to clarify that there are two different teams created with this language. The team discussed modifying the language and the necessity of having two different teams.

The team voted on whether these should be two separate teams. Most believe that there should be two teams, but they discussed that it has worked in buildings to combine them given time constraints. They discussed clarifying that there are two separate roles, but leaving it up to each building to determine if it is best for them to have one or two teams.

The team discussed the stipends that are currently issued. There is a leadership stipend for the leadership team, but not one for the building-level advisory team. Having two committees allows classified staff to participate on the building-level advisory team if they are interested. The team discussed ways to broaden leadership roles in schools. Some staff have found it hard to break into those roles as teams are well established and positions only become available when someone leaves.

The team decided to seek principal and building representative input before moving forward on this issue. The team also would like clarity on stipends given for the team members.

4.1.3 – The team discussed the necessity of this statement. This statement allows a principal the flexibility to have a meeting with a specific grade level or content area team. The team decided to create a committee that will gather feedback from principals and building representatives to 1) ensure the flexibility to make daily operational decisions, 2) distinguish that these are separate teams, within written language to possibly allow some flexibility for how they function, and 3) some clear definitions or guidelines to how staff are placed on the committee and address stipend equity.

Committee members are Jaimee, Veronica, Gregg and Diana.

##### **4.2 Employee Handbook**

The team revised the language “2018-2019 school year” to “current school year” in the first sentence.

The team discussed the purpose of the employee handbook. The employee handbook addresses legally required issues not covered by the contract and it lists benefits for classified employees.

The team discussed the grievance policy and process in place for classified employees. They clarified that the grievance process in the contract is applied only to items covered in the master contract. There are three separate avenues for grievance: the master contract, employee handbook and board policy.

The team discussed including a more diverse team of employees in the process of revising the handbook. The team discussed that this language states that the superintendent has the final say, which undercuts the collaborative process a bit. There was discussion that this item does not fit in this section of the contract and that the handbook addresses items that do not belong in the master contract. The language gives the association the right to be notified of changes that are made.

The team discussed the options available in addressing this language, it could be moved to association rights, they could create a team to revise the language, or they could leave as it is since the process has worked well.

The team clarified that the language allows the NEA a right to review the handbook annually. The team would like to move this language to a different section. Most of the items are legal requirements that state staff need to be notified of annually. The team discussed adding additional staff members in the process if it remains in Article 4, as this is more of a review than collaboration.

10:35 a.m. Sandra returned to her classroom.

The team discussed that the handbook is a legally required document, not really a negotiated item. The team tabled the discussion until the March 1<sup>st</sup> meeting.

#### 4.4 School Calendar

In section 4.4.1, “2018” in the first sentence was changed to “the current year.” The team discussed having 2 parents on the task force, adding community members and students. The team discussed adding language that every attempt will be made, rather than mandating their participation. It is difficult to get parents, students and community members who can commit to this task force.

If two parents are included it would be beneficial to have one elementary and one secondary. The team discussed adding a statement that every effort will be made to solicit community member and student input.

The team discussed the issue that, if additional parents, community members and students are included, teachers are no longer a majority representation on the committee.

The team discussed how to include a student on the committee. It could be a review, looking for input, and not necessarily participation at every meeting. The team discussed reaching out to a wider group of students rather than just the A.S.B. leadership.

Every effort will be made to solicit community input. The team revised the language 2018 to “of the current year” and “every effort will be made to solicit input from stakeholders including parents, students, and community members” was added as the second sentence. The words “above mentioned” was removed from the language.

4.4.2 – The team removed the word professional from this statement.

4.4.3 – The team agreed to keep this statement and updated the expiration year to 2021. The team tentatively agreed to the language listed below.

#### **ARTICLE 4: COLLABORATION**

The Nampa School District and the Nampa Education Association are committed to providing opportunities for certificated staff to be involved in various district committees. The NEA shall be invited to participate in placing certificated staff on district committees.

Expires June 30, 2021

#### **4.4 SCHOOL CALENDAR**

4.4.1 Calendar Task Force shall be appointed no later than November of the current year. Every effort will be made to solicit input from stakeholders including employees, parents, students, and community members. Members of the Task Force shall include: The Superintendent or the designee of the Superintendent, the District’s 10 HR Director or designee; 2 building principals (1 secondary, 1 elementary); 1 Administrator representing other programs (Alternative/Special Education/Federal Programs); the NEA president or designee; 6 Certificated Professional Teachers (2 high school, 2 middle school, 2 elementary); and 1 parent. The Calendar Task Force must include at least three (3) Nampa Education Association members, not including the NEA president. The calendar task force shall not exceed 13 members total. Approval for recommendation of the Task Force’s calendar to the school board shall be made through a transparent process collaboratively decided upon by the committee members at the beginning of the process.

4.4.2 Certificated Employees shall not be required to work on dates of closure associated with emergency or weather conditions.

4.4.3 The calendar committee will determine make up days, if any are necessary.

Expires June 30, 2021

5. Article 3.8 Association Leave  
Not addressed.

6. Article 11 – Work Day Defined  
Not addressed.

7. Check-Out & March 1 Agenda  
The check-out process was completed.  
The agenda for the March 1 meeting will include Article 4.3.1 Employee Handbook, Article 4.5 Class Size, Article 3.8 Association Leave, Article 11 Work Day and future meeting dates.

The meeting adjourned at 12:20 p.m.

