

Executive Committee Meeting

March 24, 2020

Attendance:

| | | | |
|------------|-------------|---------------|---------------|
| Ebert, S | Warchol, S | Merrifield, C | Socket, K |
| Cerbone, D | Drake, L | Barg, S | Dolan, K |
| Chesko, K | Shaw, J | Mauger, L | Spring, L |
| Labarr, P | Althouse, M | Pellegrino, D | Villareale, J |

Announcements:

- Karen K is working from home
- Dwayne is going to the office 2x per week to get mail and needed paperwork
- PDTA is supporting teachers in long term positions
- Zoom invitation will work for all EC meetings
- Proposal to move 3/31 to 3/30 due to conflict:
 - Meeting moved to 11:00 on 3/30. Shari will update invite.

Old Business:

- Recent conversation with Superintendent about aligning messages from building principals
- All elementary principals are to send out identical messages at the same time.
 - CRMS got message that was based on a conversation with Shana, so they were supposed to be similar.

New Business:

- Official request to Pat / Gretta on Social emotional aspects need to be clear—include on website
- Moving ahead on the retirement party until we are told not to. Cancellations heading into may we will pull the plug on that.
 - Can we postpone it? Looking into that possibility
- David: check signatures—
PDTA implemented a 2 signature policy on all checks to ensure checks and balances for payments going out of the PDTA account. This makes sure that the president is aware of all checks being written.
Proposal: Can we only use 1 signature during the closure?

Discussion:

- Can we scan a picture to Dwayne?
- can we initial the cancelled check? We do not receive cancelled checks
- we do have duplicate checks, Dwayne can sign the carbon copy

Approved by EC with the modification that Dwayne will initial the duplicate copy of the checks.

- RA meeting planned for April.
 - Do we need to get RA involved, or do we feel comfortable with just EC?
 Discussion:
 - Send out email or form. We don't want to dismiss them or just cancel.
 - It would be chaotic to zoom
 - Building reps can hold meetings with assistant reps / RA members from their school.
- April Break: We are recognizing April Break.
 - Teachers should not be assigning work during break.
- Should we look into surveying members regarding new instructional model?

Dwayne is receiving communications at the extremes for how we are doing with this instructional model. One communication desires the district to move faster, and the other is struggling to keep up.

Discussion:

- We are only one week in—it feels too early
 - District should be communicating about what the teachers are asked to do. Teachers who are going rogue are looking like the heroes, when other teachers are following protocol.
 - Message from JRE administration: We are doing what is best from the greater good and not for your needs. It's about the common good
 - Message from TRE to selfishly step back and have consistency. Admin should be reigning in teachers for consistency sake.
 - This is really going to highlight our gaps in technology
 - Building representatives should keep Dwayne in the loop if teachers start to feel differently about our roll out.
- Representation during shut down:
 - Concerns for the association (representation) people who are off grid may need representation. Members should not be engaging with HR or administration without us
 - MCE Math Lab Teacher:
 - This teacher should be doing nothing but supporting classroom teachers and students.
 - SRP:
 - Paraprofessionals still have concerns that after 10 days they aren't getting paid anymore
 - In future phases of this roll out the district and PDTA will begin looking into how to better utilize our paraprofessionals.

- PRE concern:
 - Unclear communication around pdf documents: can teachers send pdf that parents are expected to print?
 - Not comfortable with the idea of printing—very few homes have a printer. Anything that requires printing should be avoided. Dwayne will communicate with Melanie about this concern.
 - You can only attach 1 file to an infinite campus message to parents, so pdf documents were designed to be one document.
 - Some elementary schools commented that the document does not need to be printed.
 - Learning specialists are supposed to be able to modify these documents. They should be working with the teachers before the file is converted to a pdf.
 - Concern about copy right—how do we protect members
 - Teachers should begin with school librarian

To Do:

- Building representatives: Send a thank you to the principals for the alignment
- Communicate to building principal—members need 24 hours to respond.
- Building Reps communicate Tues / Thurs, Dwayne on F (if needed)
- MS / HS reps to have brief meeting where you create messaging from this meeting so that we are all sending the same message for staff.
- Building Reps should be getting back to members once tracker is updated.
- Communicate in message: remind people to check email 1x per day during work day
- Recommend that members consider an appropriate pace of email communication—during the work week / day (avoid communication in evening and weekends)

Discussion

- Staff also needs to adhere to the no weekends guidelines when communicating with colleagues. Standards Leaders are sending out multiple communications over the weekends.
- Dwayne will communicate with SL about their messages over the weekends.
- Can elementary let Dwayne know a number of messages received over the weekend?