

**HARWOOD UNIFIED UNION SCHOOL DISTRICT  
NEGOTIATIONS WORKGROUP MEETING - SUPPORT STAFF  
THURSDAY, APRIL 27, 2017 4:30-6:30 P.M.  
HARWOOD UNION HIGH SCHOOL LIBRARY**

**Approved Minutes**

In attendance: Jill, Donna, Donna, Becky, Nancy, Cindy  
Michelle, Brigid, Jim, Christine, Maureen

**1. Call to Order**

**2. Approve Minutes of 4/13/17**

**a. Did not approve these, will need to approve these next time**

**3. Continue Trading Reactions to Current Proposals**

- 6.10: HOLD
  - TA taking off Asst Maintenance Manager.
  - TA non confidential Admin. Assistant
  - HOLD specialized assistant Brigid did not yet get job description
  - Michelle send job description for new grounds and equipment maintenance in e-mail
- 6.11: HOLD.
  - HUUSD position status quo
  - ESP: New job categories have been created. Registrar. Support specialist. Trying to address this issue and have the conversation when a new position. Looking for transparency because they are representing the full bargaining unit.
- 6.12: HOLD.
  - HUUSD position is status quo.
  - ESP: Negotiating wage maybe not be quite right, but want to address past issues of someone getting more money a new job that was not posted. Has happened more than one time. Trust is gone. when increase is made outside bargaining unit not in good faith - director/student support specialist example - position not posted, etc., process not followed - exited job, new job title created, took new job
  - HUUSD: We already have a schedule, job descriptions and roles, etc. in the contract. That should govern re-assignments. Investigation would have to happen for specific instance. Use grievance process. board does not need to negotiate job and wage
  - would notification process solve issue? job description/wage placement? association would get notice of: addition of new position, change in description or responsibilities, and starting wage for position or change in wages - ESP will come up with notice language to replace 6.11 and 6.12

**Possible path to replace 6.11 and 6.12:**

- Verbiage to provide notice that a new category was created, job was changed, new wage rate. (as opposed to approval or negotiation with union)

- ESP to come up with different language to reflect this
- PROPOSED 7.2: HOLD
  - HUUSD: Eliminate need for hard copies (save trees). Notice is okay. Could agree to e-mail notice.
  - Possibly connect this to the 6.11 and 6.12 above??
- 7.3 (previously 7.2): HOLD / CAUCUS
  - HUUS: Status quo. No to the addition. We have a contract already. The merger and school choice supposed to allow us flexibility. One district - law and contract allow reassignment, not going to negotiate away decision making authority. Seniority is valid for keeping the job, not for moving or not moving.
  - ESP: seniority should dictate move?
- 7.4 (previously 7.3): HOLD / CAUCUS
  - HUUSD: Status Quo. No to adding training. Training is on the job as a matter of course. There's also possibly another side to the training piece and making it a condition of employment – someone could not be considered for moving to another job because of lack of training. Issue of having training should be considered as part of practice, rather than a condition of employment. Don't need transferred. Language re: orientation should be enough. Board would like to strike "adequate" (how to define?)
  - ESP: some jobs and difficult situation need training.
- NEW 7.5: HOLD/CAUCUS
  - HUUSD: okay with first sentence, but change verbiage to say "all scheduled time necessary" (as opposed to all time necessary). Take out mileage verbiage b/c it's already in there. As for people not getting paid after late submission, 8 weeks is in policy. This is practice, not condition of employment.
  - ESP: Some coaches not getting paid if they don't do it on time.
- 8.1: HOLD due to additional sentence
  - HUUSD:
    - agree to employee verbiage.
    - Do not agree to additional sentence re: dates and district wide inservice. Intention is to do inservice days, and may be different for different types of jobs. But probably can't provide the dates by Aug 1. It was always hard to pull inservice plans together because it was so school based. 3 days could be in hourly increments. Some additional voluntary opportunities could arise – in which case you would get paid.
    - Agree to change in language
  - ESP: advance notice is key issue here.

#### **4. Executive Session for Matters of Employee Contract Proposal**

#### **5. Post-Caucus**

##### ESP Agreements

- New language for 6.11, 6.12, 7.2. Will work on language and come back
- Hold 7.3
- Hold 7.4

- TA 7.5 TA with language change "scheduled" time and take out last sentence re: mileage at current IRS rate
- TA 8.1 TA taking out added sentence – agree to the rest
- Question about actual written notice - this is annual written notice given by board

Next meeting May 11 – Picking up 8.5

**6. Support Staff team departed 6:20 pm**

**7. Executive Session for Matters of Employee Contract Proposal**

**8. Adjourned at 7:45 pm**