**Negotiating Team Meeting #2**

**April 20, 2012**

**Minutes**

**Administrative Team Members**: Sara Anderson, Garner Bass, Christopher Kelly, Sam Thompson, Valerie Vacchio

**Teacher Members:** Jessica Franco, Carl Semmler, Denise Smith, Steve Kourlarmanis, Clarence Williams

**Time:** 6:45-8:00

**Discussion Items:**

* **Bullet # 13 (Teacher Evaluation Process)**
  + Teachers have proposed NO unannounced visits, walkthroughs, etc.
  + Sentiment is that these types of visitations can be utilized in a punitive manner
  + Goal: to improve teaching and learning
  + If an unannounced visit is documented by an administrator, the documentation should be followed-up with feedback for the teacher
  + The contractual language around this type of documentation and whether or not it will be placed in a teachers’ permanent file can be ambiguous and cause more problems
  + Table/bench issue for now
* Remove **Bullet #8 (Interviewing Teams)** in Teachers’ Proposal
  + Interviewing for new teachers shall be a collaborative effort between the Teachers Union and the Administrative Team
* **Bullet #9-Teaching Vacancies**
  + The Administration Team requested clarification on Bullet #9( (see Teachers Proposal attached) see page 21 in Teachers Contract
  + The Negotiating Team agreed to the following:
    - Add the following language to Section 3, page 21:
      * “…Priority order based on seniority with approval of receiving principal…”
* **Bullet #10- Child Care**
  + - Burden for the taxpayers
    - Gives the wrong perception to community members, political and fiscal issues may develop
    - Facility and personnel costs for Child Care Facility are not fiscally prudent
* **Bullet #11 (After school meetings)**
  + Provide teachers with dates for all faculty, department, and supervisory meetings by the first day of school
  + Administrative Team must inform teachers 5 business days in advance if a meeting needs to be cancelled, the same protocol is in place for teachers,
* **Bullets #12 and #13 (Professional Development and Teacher Evaluation)**
  + Table for now
* **Bullet #7 (Site-Based/Professional Development Team)** 
  + Approved!
* **Bullet #6 (Study Halls, Duties)**
  + Teacher Team request to remove study halls, and all other non-additional duties from their schedules
  + The Administrative Team agrees that this time could be utilized for professional development and interdisciplinary/school-based planning, however the district doesn’t have enough faculty members to carefully monitor all of the students and provide optimal safety
  + Teacher Team suggests the creation of a rotating duty schedule
    - Fall-Professional duty
    - Spring-Supervisory duty
    - Teacher Team suggests that an academic duty, such as extra help or writing lab, should count twice as much as a supervisory duty
  + Administrative Team philosophically agrees with the Teacher Team, however fiscally we are not in a position to hire additional faculty/monitors to supervise students
  + Rotation Duty Schedule Ideas Discussed:
    - Teachers request to have one semester off or duty-free every 4 semesters
  + Non-tenured teachers no duties Year 1- need time to plan lessons-teachers feel this request supports the Administrative Teams’ Goal of lifelong learning and Professional Learning Communities
* Table for now
* **Bullet #5- Long-term Disability Benefits**
  + Teachers Proposal-Article 4, Section 4, remove exclusion of *non-tenured* teachers
  + Tenured and non-tenured teachers have short-term disability
  + Agreement- Provide non-tenured teachers with the option to buy into long-term disability
* **Bullet #4- Child Care Leave**
  + The Administrative Team proposed “language” to add to the Teachers Contract as follows: **SECTION 2. Child Care Leaves. A member of the professional staff may be afforded a leave of absence, without pay, not to exceed two (2) years in length and subject to the recommendation of the Superintendent of Schools and Board of Education approval.**
  + Items of clarification regarding child care leaves:
    - Child care leaves begins the day the teacher leaves
    - Teachers must notify Central Administration by June 1 as to whether or not they will be taking a leave or extending a leave
* **Bullet #3- Retirement Incentive**
  + Table for now
* **Bullet # 2-Salary Schedule/Steps**
  + Administrative Proposal- insert MA 75 column based on percentage increase
  + Teacher Team requests to add steps 18, 19, 20
  + Teacher Team requests to increase amount of tuition reimbursement see page 30 in current contract
  + Administrative Team proposes to increase Tuition Reimbursement Bank from $30,000 to $45,000
  + Teacher Team doesn’t think this will assist them in paying for graduate level courses