

To: Executive Board

From: W.E.A. Secretary

Re: Board Meeting/January 8, 2018

The meeting was called to order at 3:43 by President Lori Lyncosky. The following members were present: (see attached). The meeting location was changed for today's meeting due to no heat in our office building. Email was sent out to notify members.

REPORTS

MTA

Alex from MTA was not in attendance today.

MEMBERSHIP

Pam needs all building demographics forms returned!! Many reps have not returned them to date. When membership forms are given out to reps, it is imperative that the rep have the member fill it out and the rep should return it to Pam at NMS ASAP! Once a form is given to a member, the rep should check in after a week or so if it hasn't been returned to them. After 3 weeks, if the rep has checked in and the member is just not returning it, let Pam know and she will handle it.

SECRETARY

A motion to accept the December 2017 minutes was made by Matt Gomes and seconded by Pam Tesko. A vote was taken and the minutes were accepted.

TREASURER

The budget for December 2017 was presented and Pam Tesko moved to receive the report. Janet Baush seconded. A vote was taken and the report was received.

PROFESSIONAL RIGHTS AND RESPONSIBILITIES

Kristen was not in attendance today, however sent the following information which was shared by Lori: one grievance currently under process regarding WHS Science Fair payments. This has been a paid stipend in the past, however is not in the contract and is now being challenged to not be paid.

NEW BUSINESS

1. **Letters of intent for transfer MUST be submitted (in HR's hands) by April 15th.**

Those affected by the redistricting/moves are expected to move with the students they currently teach. For those who are interested in not doing so, and want a transfer, they MUST submit a letter of transfer no later than April 15th. All transfers will be handled at the end after reassignments are made for those who are displaced. It is suggested that any teacher with NPTS also submit a letter of transfer. This can be helpful in times of movement like this year brings. It helps to make other principals aware of you and your areas of certification, should positions open up you are qualified for. Transfer letters can be short and to the point...the more open you leave it the better...

I would like to be considered for any position for which I am certified. (It is very helpful to then list all of the certifications you have)

2. If you are working on a new certification and placement on the salary schedule-**let HR know immediately!!!!**

3. Degree status for salary changes (also known as lane changes)-get transcripts and information to HR as soon as possible. **Deadline to do so is February 1st!**

Contract language is as follows:

Advancement to the next higher pay schedule will be made on the first August 25 or March 1 following completion of all academic requirements toward the next higher degree or salary requirement. A teacher intending to receive an advance degree or credits which would provide for advancement to the next higher pay schedule must notify the Superintendent, in writing, **no later than February 1st of the year preceding** the financial budget being prepared. Teachers who fail to provide notice will not receive their column movement until the next fiscal year. A letter will be issued to all staff annually in December reminding them of their obligation.

Keep in mind that this means you should notify in writing, BEFORE you actually finish the coursework.

4. Dues deduction amounts for taxes:

* Unit A & B- \$743.00

* Unit D- \$309.50

*****This information can also be found on our website under Contract Info*****

5. Seniority Lists- new seniority lists will be out at the end of March.

6. Paperwork sent to members from the MTRS...members **MUST** fill this paperwork out.

New Business

Just a reminder that sometimes we can be our own worst enemies...

Paid Administrative Leave allows administration to take an employee out of the situation while an issue is being dealt with in hopes of defusing more issues; ultimately this is an effort to avoid having the situation explode. When this occurs, while it can be our first instinct to talk about the situation and explain/defend the accusations, this often leads to more trouble. When faced with paid administrative leave, the member is given strict guidelines as to what they should and should NOT do...please help members follow this by NOT engaging in conversation with them during these situations. Encourage members to refrain from talking to anyone if faced with paid administrative leave and to instead let the process play out without adding potential trouble by talking about it.

A motion to adjourn was made by Matt Gomes and seconded by Kaleigh DiLuzio.

The meeting was adjourned at 4:18 pm.

Respectfully submitted,

Aimee Blair

WEA Secretary