To: ZEA Executive Committee

From: Heather Taylor

RE: ZEA Executive Committee Minutes for Wednesday, March 19, 2014

Present: Becky Tom, Amanda Smock, Todd Riley, Jere Kay Gardner, Erin Tyson Omen, Katie Sites, Cindy Weaver, Kim Baldwin, Eric Baldwin, Autumn Wilden, Heather Taylor, Diane Higgins, Tara Neptune, Dee Peyton, Martha Mitchell, Lisa Shannon

1. Call to order at 4:39

2. Reading and approval of minutes. Motion to approve from Todd, second Diane. Minutes approved.

3. President’s Report:

a. Election for Officers – If you need to run votes through Monday, past scheduled Thursday and Friday this will be fine (due to DC trip). Reps at each building need to select people to collect ballots that are not running. Todd has agreed to collect ballots.

b. Evaluation – Please carefully look at improvement plans. Ask for the reasoning for anything included in the plan. Don’t forget to document what actions you take to implement anything in your plan.

c. Be Careful using technology in the workplace. Your password allows access to student record, grades, etc. You are breaking a law if you give your password to someone who is not allowed access tot hose items – an example is giving a student your password. Emails in your work account are archived for 7 years, or more. Deleting them from your account does not change that. Whatever you are doing on a computer at school is on record for 7 years. If there is concern as to the amount of time a staff member is using school time for personal interests on sites or other inappropriate uses and habits. What you post on blogs or social media, even on your own time using your own technology, can be grounds for termination. Comment on former employee posting negative comments on social media. Administration is monitoring this closely.

d. Negotiations - We started negotiations in June. It has been slow going since summer. We asked about concern from renewal levy, but this did not seem to be an issue. Now it seems to be an issue. We have bargained lots of great language related to evaluation and RIF. 2 hold out areas and insurance and salary. We would like to take all the language we have and pass with same insurance and salary for one year. We will have a one-year contract and reopen as soon as the renewal levy has passed. When talking to others don’t say frozen or reopen because it will be a new contract we are bargaining for. Please encourage members to come to the general membership meeting planned for March 25th to ask questions and find out about this. We will vote on this March 28th and March 31 in the buildings.

e. Other – Blizzard bags – be sure to hold on to all papers for a possible audit. For the snow day, what day of the specials rotation will we have on the day made up.

4. Treasurer’s Report – Report submitted for November 20, 2013. Motion to approve Diane, second, Eric. Motion to approve passed. No January report because no change. February report presented. CD totals went up due to interest. Motion to approve, Eric, motion to second Diane, Motion to approve passed. Report submitted for March 19th. Approve report with correction to typo for CD #13 balance. Becky, second Dee. Motion approved. Martha presented the form for Expense requests to submit with all bills. Martha has filled a 990 form with IRS. Approve continued roll overs of CD. Motion, Becky, second Diane. Motion approved. The IRS is asking us to submit a form for records on donations. We are asked to complete forms if we wish to submit a donation for the renewal levy.

5.Committee Report: none at this time

a. Budget b. Dress Code c. Finance d. Fund for Children & Pub. Ed. e. Insurance

f. Membership g. Negotiations h. Nominations i. Grievance j. Scholarship

k. Sick Leave Bank l. Superintendent’s Ad. Comm. m.Technology n. Other

7. Building Concerns:

a. ZHS – nothing

b. New Tech – no one present

c. ZMS - nothing

d. Zane Grey – nothing

e. National Road – nothing except 1 situation being handled by Eric, one by Autumn.

f. John McIntire - nothing

g. Community School - nothing

h. Other -

8. Old Business –

9. New Business – Ask for volunteers for Instructional and Professional Development committee and Elections Committee because these were left off of the nominations form.

Renewal levy donation was requested from ZEA. What would we like to do. Martha says that $500 has been typical in the past. Motion to approve $500 donation to renewal levy fund by Becky. Second Katie. Motion approved.

10. Announcements -

11. Adjournment - Motion to adjourn Diane, second Katie. Adjourned 5:31.