



**Classified Unit Business Support Senate
Meeting Minutes – October 9, 2018
Professional Development Building**

Attendees

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| Buchanan Area | Michelle Fey, Cindy Norman, Cyndee Smith, Kathy Zamora | Clovis North Area | Cyndi Massa |
| Clovis High Area | Wynona Byrom, Diane Giovannoni | Clovis West Area | Dawni Peisch |
| School Leadership | Felicia Bower, Tiffany Cooper, Jeanette Garcia, Shelly Gingold, Teri Ireland, April Morris, Sandy Sanchez | CUBSS Support | Roxanne Braswell, Barry Jager, Tina Martinez |
| Legal Counsel | Sara Sanchez | Special Ed | Vicki Gostanian |
| Communications | Karen Randall | Child Development | Katie Froman |
| Benefits | Shareen Crosby | Superintendent's Office | Carole Johnson, Donna Marr |
| Supplemental Services | Trina Hooke | Operations | Debby Gossett |
| Technology | Andrew Hendricks | Adult Education | Mary Mayorga, Jaylene Phillips |
| SOS | Sonna Swiderski | | |

Welcome and Introduction

Barry called the meeting to order at 3:33.

Review and Approve Minutes

The minutes from the September 11, 2018 meeting were approved.

In the Know – Barry Jager

Barry shared the opportunity to reflect and have a moment of silence for the passing of several teachers and former staff of CUSD.

Hiring update – The DP posting for CWHS will be released soon, in addition, we will also kick off the Principal positions that will be hired out of our pools that are closing soon.

For the current year we have 142 teacher hires and we currently have 15 openings. For Classified we have had 99 hires with 45 current open positions.

CLASSIII Cultural Proficiency – a lot of work has been conducted to create a document that is aligned with our Districts three aims. Now our classified departments and employees will be involved to gain and hear their insights and be aware of our cultural needs and how we can engage with one another. CUBSS will be involved as we move forward.

There has been a districtwide special education roadmap created to ensure we are hearing where we need to provide additional support. We are creating new job descriptions, changes with transportation, providing additional training for IA's and teachers.

ECC will be meeting on October 25th.

Membership QIT Meeting – Carole Johnson

Carole provided the group with a list of past CUBSS roles, a list of accomplishments and feedback from the QIT meeting she organized last summer. Senators were asked to review the information and provide additional feedback on membership recommendations, mission statement, goals and objectives, the role of CUBSS, CUBE's role, time and date of meetings, and sharing out of information guidelines.

Membership

Feedback shared;

- Have an established voting membership but have meetings open to classified employees.
- Have membership consist of people who want to attend.
- Have a time in the meeting for open discussion.
- Better communication for people to come to their CUBSS members.
- Membership similar to Faculty Senate representation.
- Not to exceed 40 members and have equal amount of members from elementary and secondary.
- Go back to 2003 format of meeting.
- Find a goal for CUBSS to achieve.
- Review accomplishments.
- Wednesday meeting days are better and recommended for 1 to 1 ½ hours in length. Not before 2:30.

We will send out rolls and responsibilities to all current CUBSS members.

Next steps – begin a new membership list and discuss roles and responsibilities

Business Support Charge QIT – Shelly Gingold

The committee is currently close to 12 people. If you are interested in joining or want to share ideas, please contact Shelly.

Do's and Don'ts – Roxanne Braswell

Follow-up regarding the Board election. There was a question about bumper stickers and it was determined that employees may have a bumper sticker for the candidates they support on their vehicles. Also, forward any campaign emails you receive at work to your personal email and do not reply with your work email.

Additional Information – Roxanne Braswell

The Annual Acknowledgements are due this Friday. The sites are at 85% of completion.

Technology is working on a report for the emergency contacts and will ultimately create link to a report writer. In addition to his report, they are creating a birthday report and address report for sites.

Classified Leadership is on Oct 18th here in the PDB.

Buchanan and Clovis West would like to share their thanks and appreciation for helping organize class coverage and assistance during this difficult time with the passing of their employees.

Mary Mayorga shared that the Adult School will be holding their 2nd Annual Art Hop on October 18th and their Multi-Cultural Fair on October 26th. Mary also shared that one of their students, Crystal Espinosa, was highlighted in the State Center Adult Education Consortium newsletter. Crystal enrolled at Clovis Adult in 2017 and she believes they equipped her with the tools to not only be successful in school but also in life. Crystal is currently enrolled at Fresno City College and plans to transfer to Fresno State to obtain her special education teaching credential. She is also the recipient of the AT&T Central California Women's Conference TRIO Scholarship and was hired as an instructional aide for the Special Education Department at CUSD.

Jeanette shared a few items from Superintendent's Staff;

- Please advise staff at sites to submit all requests for charter busses as soon as possible.
- Charter busses will no longer go to Sierra Outdoor School in inclement weather. The sites now need to address what the protocol is for the handling of ASB funds in the event that a charter bus fails to pick up students and we are required to use a school bus.
- FCOE Educator of the year is Nov 15 and we have two finalists – Larry Crayne and Mike Olenchalk.
- All Clovis Week ends October 26.

- The CUSD Athletic Hall of Fame is October 27 and will be held at the PAC.

Additional items shared by our Senators.

The Parents Academy for Literacy will be held on October 6 at the PLC. Additional dates for this year are October 6, 2018, January 15, 2019, March 19, 2019 & May 21, 2019.

Clovis North had two teams who won the “NASA Let Your Invention Fly” Engineering Design Challenge at Fresno State. Their designs will be printed on the International Space Station and used by the astronauts to keep tools from floating away.

Respectfully submitted,

Tina Martinez,
Executive Assistant, Human Resources