



## Classified Unit Business Support Senate Meeting Minutes – May 13, 2020 Meeting via Zoom

### CUBSS CUBE Members

Roxanne Braswell, Wynona Byrom, Stacey Cederquist, Tiffany Cooper, Barry Jager, Tiffany Cooper, Michelle Fey, Jeanette Garcia, Donna Marr, Tina Martinez, Mary Mayorga, Sara Sanchez, Susan Wise

### Attendees

Debbie Arnold Haro, Debby Bagdasarian, Felicia Bower, Edith Cantu, Tami Cogburn, Cindy Collier, Shawna Cook, Shareen Crosby, Katharina Dotson, Linda Elia, Kelly Fourchy, Katie Froman, Kristi Gilbert, Shelly Gingold, Diane Giovannoni, Debby Gossett, Vicki Gostanian, Andrew Hendricks, Valerie Hendrix, Sue Hirata, Trina Hooke, Teri Ireland, Sandy Hulbert, Lisa Levatino, Cyndi Massa, Joan Matsunaga, Janelle McDonald, Sherry Motte, Cindy Norman, Dawni Peisch, Angela Perez, Jaylene Phillips, Karen Randall, Sheryl Revilla, Melinda Reyes, Sandy Sanchez, Ranae Sandoval, Teri Smart, Cyndee Smith, Lara Stinecipher, Sonna Swiderski, Janis Tatum, Tam Tran, Leticia Valencia, Cynthia Woods, Kathy Zamora

### Welcome and Introduction

Barry welcomed CUBSS to the Zoom meeting. We are in the midst of many firsts and we continue to learn in these trying times.

### Minutes

Minutes were approved as written.

### Climate Assessment QIT Team

**Roxanne** – We are working with Technology to get a report for distribution. We noted that our numbers have dipped slightly but this might be due to the increase in part time employees who have completed this survey. We will get this report to you in the next few days for your review. We have close to a 60% participation rate of those who have completed the survey and it allows us to get data for us to continue to improve upon.

### CUBE Report – Jeanette Garcia

The budget is a top conversation topic within Superintendent's Staff. The strategic plan just went to the Board. Open enrollment ends on May 20<sup>th</sup> and updates are going out to the office managers daily.

### In the Know – Barry Jager

Barry shared congratulations to Kathy Zamora, Janis Tatum, Kristie Gilbert, Katie Leal and Sandy Sanchez who have recently moved up in their positions and to Diane Giovannoni, Teri Ireland and Sheri Mott who have decided to retire this year.

As you are aware, we have taken to the Board a resolution that states will be closed until May 22. We are monitoring our state and local leaders for guidance as we are in full compliance with the Health Department. We have social distancing protocols with six mandatory measures that are in place per the Fresno County Health Department. These include social distancing, cleaning and handwashing protocols. CUSD is making sure we have all PPE available to our employees. We are continuing to monitor all pandemic safety measures if and when there is a return to work date. There are also discussions as to what school will look like in August.

Summer School this year will be online for elementary through secondary. This will require different staffing needs and we are looking to make an adjustment to the summer school salary schedule with an adjustment in duty days.

An ECC update went out to all CUSD employees to advise them on the hiring slow down and the upcoming impacts to our budget. There are no backfills in some instances and we are continuing to attempt to stay away from layoffs of our employees.

The annual Spring Update will be pushed out to employees though Zoom meetings. This will include messages regarding our budget with up to date information included from the May Revise due to come out May 14, 2020. This will be presented to administration on May 20 and 21 and then pushed out by administration to their employees the following week.

### CUBSS Membership

As Jeanette's term has come to a close, we will need to look for a new CUBE Executive. We will continue to want site and department participation on CUBE. There is a commitment to be the CUBSS Executive Member to meet with Barry, attending monthly in

Superintendent's Staff, CUBE meetings, Governor's Budget, etc. Please forward recommendations to Barry or Tina. If you are interested, please feel free to reach out to Kathy Zamora, Debby Bagdasarian or Jeanette with questions you may have regarding this position.

### **Classified Longevity**

The committee met and were looking for additional information from Michael Ward right before we were placed on a stay at home order. Once we are back together at the beginning of school, we can look to meet together and come up with a plan. With the status of the budget, this may be a difficult topic to address but we can continue to meet.

### **Chain of Command**

CUBSS members often have Classified employees come to them looking for someone who can assist them with potential difficult topics that may come about. A Chain of Command allows CUBSS members as a support to help them to route through a process. In the future we may look to training on conflict resolution but this is not a free service. Roxanne added that it is difficult to sit in on a complex situation and it would be beneficial for members to be able to refer to a cheat sheet with board policy information readily available to help guide people on the proper steps to be taken when there is a difficult situation. We want CUBSS to be a resource to Classified staff but to not put them in a position where they are having to sit in a disciplinary matter.

SBC will be meeting in the first part of June.

Barry – It looks like a reopening committee is being formed and we will have a CUBSS member on this committee so that they can bring back information to this group.

### **Committee Reports**

Respectfully submitted,

*Tina Martinez*

*Executive Assistant, Human Resources*