



Meeting Minutes: ESP Meet & Confer Meeting

Monday, December 5, 2022 | 3:00-4:30 pm | Board Room South

Purpose Interest: We are engaged in a collaborative process to develop solutions related to Education Support Professionals working conditions and to identify improvement opportunities through the Interest-Based Solution team process allowing Education Support Professionals to effectively improve the learning and working environment

Facilitator: Lisa Gibson; **Co-Facilitator:** Mary Jane Rincon; **Note Taker:** Ruth Covarrubias

Committee: Lisa Bultman, Brian Gibson, Chris Herrmann, Marianne Lescher, Brian Lockery, Holly Neil, Damian Nichols, Georgina Rocco, Jo Shurman, Beth Slosky, Sandy Theobald

Item	Desired Outcome	I/D/A*	Facilitator	Time	Summary/Next Steps
Introductions – Ice Breaker Activity	Team will welcome, check in with members and engage in an activity	I/D/A	Lisa B/Lisa G/ Mary Jane/ Holly	3:00	<p>Present: Lisa Gibson, Mary Jane Rincon, Holly Neil, Lisa Bultman, Brian Gibson, Marianne Lescher, Brian Lockery, Damian Nichols, Beth Slosky, Sandy Theobald</p> <p>Absent: Chris Herrmann, Georgina Rocco, Jo Shurman</p> <p>Ad hoc: Jeff Lang, Carla Covarrubias, Kelly Horner</p> <p>Activity: The team introduces themselves giving their Snow Name (based on a slide), their real name and the position that they hold in the district.</p>
Policy HABB	Support Staff Meet and Confer Work Plan and outline meeting dates for the year	I/D/A	Lisa G and Team	3:20	<p>Policy HABB:</p> <ul style="list-style-type: none"> • Outlines the definition and purpose of Meet and Confer • The work plan is now included in Board Policy and no longer will need Board approval year to year <p>Norms:</p> <p>A. Show respect to everyone in the school community who elects to attend the meetings. 👍</p> <p>B. All information is known and shared in as timely a</p>

					<p>manner as possible. 👍</p> <p>C. One (1) conversation at a time. 👍</p> <p>D. Only Meet and Confer team members speak at the table. 👍</p> <p>E. Ad hoc invitees speak by invitation. 👍</p> <p>F. Keep conversations focused on the issues identified on the Agenda in compliance with the open meeting law. 👍</p> <p>G. Reserve judgment and positioning until data is shared and understood by everyone. 👍</p> <p>H. All meetings will begin and end on time. 👍</p> <p>I. Breaks may be called for as needed. 👍</p> <p>Decision Making Process:</p> <ul style="list-style-type: none">• KESPA President introduced Meet and Confer guest, AEA Org Consultant (Jeff Lang)• Conversations will begin by identifying interests and priorities for everyone• After interests and priorities are identified, depending on number of items, team will prioritize interest to determine topics to discuss in this year's process. Once priorities are identified and queued up, we will begin by telling the story of each
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					<p>item in alignment with agenda.</p> <ul style="list-style-type: none"> ○ Why it is important? ○ Why it is an issue? ○ How does it impact staff? <ul style="list-style-type: none"> • Support for recommendations will be made by a voting process – The team will show agreement/disagreement by thumbs up, thumbs down and sideways as undecided • Recommendations are presented to the Board in writing as Tentative Agreements (TA) • TA’s go to the Board in the Spring for Board Approval • Board approved TA’s become part of the Meet and Confer document
Brainstorm Priorities	Identify meeting priorities	I/D/A	Lisa G and Team	3:30	<p>Brainstorm:</p> <ul style="list-style-type: none"> • What topics, related to our Meet and Confer/working condition language, are those the team would like to speak about in the meetings this year. • Spend time in smaller groups to determine and jot down topics • Group came back together to review commonalities seen in smaller groups and prioritize topics
Prioritize Priorities	Prioritize Items	D/A	Team	4:00	<p>Jamboard Topics</p> <p>Pink = Calendar (to make sure that you include language in Meet and Confer to reflect the new 2-2-2 calendar) – Align Work Calendars</p> <p>Green = Compensation (in the corporate world there are different levels in the same position- based on experience/length of service in a role and changes in responsibility.</p> <p>Blue = (ESP appreciation day or show appreciation to support staff at the</p>

					<p>schools) Staff Development day – More options Orange = Other White = Staff Development Day Options, Professional Growth pg. 32</p> <p>In choosing priorities it was determined that a few items on the various categories would depend a great deal on compensation and the new 2-2-2 Calendar The team will begin by telling the story for the main topics below. Priorities:</p> <ul style="list-style-type: none"> • Compensation • ACA Language (Feb) • Retention of staff (Feb) • Morale (Feb) • Staff Development Day (Feb) • Calendars (Feb) if time permits and if a Conversation with Laura is completed in December or January
Next Steps/Agenda for Next Meeting	Adjourn Meeting	I/A	Lisa G	4:25	<p>Next Meeting February 1, 2023 Agenda:</p> <ol style="list-style-type: none"> 1. ACA Language 2. Staff Development Day 3. Calendar <p>Meeting Adjourned 4:23 pm</p>
Immediate Needs/Questions					

***I = Information, D = Discussion, A = Action/Decision Point**