

**PSSA Executive Committee Meeting Minutes
for 9/26-16**

Attendance: Jessica Seymore, Lisa Osborn, Boni Culp, Cheryl Dickerson, Pat Petrini, Emily Zagozdon, Shirley Heston, Linda Johnson, Becky Ackley, Tony Duckworth and Joie Moore.

Meeting called to order at 4:36pm. August minutes approved by Shirley and seconded by Lisa.

Old Business:

1. Regarding hours vs. days for accumulated leave
 - a. Check December 20th's paycheck stub to January 5th's
 - b. If a discrepancy contact Judy in payroll
 - c. If you do not have your paycheck stubs, contact Judy

NEW Business:

1. Cheryl is working on a Job Description Project
 - a. She is compiling each position
 - b. She will get them posted onto the website as soon as she can
 - i. Information is not all in the same place or grouped correctly
 - c. She will also have the pay scale on the website soon
 - d. There will be a new tab for this on the website
 - i. Hopefully for easier access
2. Two Health Assistants were approved for longer hours for clinic coverage
 - a. BOE only wanted to do two at this time
 - b. We are wanting to get ALL assistants longer hours
 - c. BOE does acknowledge we do need this coverage all around
 - d. The two picked were due to building need
 - i. These two had the higher medical need
3. Time change for our union meetings
 - a. We voted to change the time of our meeting due to the change in the school hours.
 - b. Starting with the October 24th meeting we will be starting at 4:45p
 - c. Cheryl motioned the vote and Shirley 2nd it.
 - i. Vote was 11 "yes" and 0 "no"
4. National ESP Day
 - a. Wednesday, November 16, 2016
 - b. We, as a union, will be making 2-3 dozen cookies each

- c. We will be combining them and bagging them up to hand out to all Support Staff.
- d. Building Reps will be handling handing them out or putting in mailboxes.
- e. Buildings without Reps, we will deliver to buildings.
 - i. Please....for those buildings without a Rep, we ask someone to step forward because this is making more work for people in other building
 - ii. If you have questions about being a rep, please ask.

Questions brought to tonight's meeting:

- ★ Can there be a training for Duty Aides?
- ★ Can this include the substitutes?

Upcoming Events:

- ★ Central OEA/NEA ESP Appreciation Dinner
 - Monday, November 14th
 - OSU Golf Club
 - 5:00p drinks and hors d'oeuvres
 - 6:00p dinner
 - Dinner is free to members
 - Registration is required

Next Union meeting will be held on October 24, 2016 at 4:45p in the out building at Harmon Middle School.

Meeting adjourned at 5:53 by Joie and seconded by Lisa.