

-DRAFT-
OSEA Chapter 48
Executive Board Meeting Minutes
April 11, 2017 @ Beaverton High School

The meeting was called to order at 4:50 p.m. by President Anna Taylor.

Members in Attendance: President Anna Taylor, Vice President Diane Egan, Secretary Pamela Hanson-Holtry, Treasurer Dianna Hess, Instruction Representative Kristen Croft, Transportation Representative John Metcalf, and Field Representative Kim Bonner

Old Business:

Minutes: The minutes of the March 14, 2017 Executive Board Meeting and the March 23, 2017 and April 4, 2017 Notes to File re Action Items were reviewed. On a motion made by Dianna Hess and seconded by Kristen Croft, the minutes and notes were unanimously approved with no substantive changes.

Translation of Member Assistance Fund Guidelines - Anna Taylor advised the Board that Lesly Munoz is not the best source for this Spanish translation and that the Welcome Center can do it with approval by BSD. After a discussion, it was decided that **Dianna Hess will ask the Aloha-Huber principal's secretary for assistance. If she is unavailable, Anna will pursue translation assistance from other chapter members.**

District Billing for Time Release - **Kim Bonner will meet with Kelli Ami regarding a consistent and proper method of calculating substitute charges billed to the chapter by the district.**

Instructional Assistants/SEPA Duties - Anna Taylor sent out a district-wide email to all IAs asking them to attend the special meeting on April 18, 2017 from 3:45-4:55 p.m. at Merlo Station High School (immediately before the chapter meeting) to share details regarding their experiences and thoughts for a resolution to the issue of IAs being asked to perform duties outlined in the SEPA job description.

SEPA Campaign - Anna Taylor advised the Board that this item has been tabled following a discussion with Government Relations Specialist Soren Metzger.

Nominations for Executive Board Positions - **Anna Taylor reminded the Board the nominations close at the chapter meeting on April 18, 2017. She will include in a newsletter to the membership, to be published within the next few days, a reminder of the process and closing date.**

End-of-Year Celebration - Chair of the committee, John Metcalf, opened the discussion by providing a preliminary event flyer. **After discussion, it was decided to hold the event on June 13, 2017, in place of the regularly scheduled E-Board meeting. John will attempt to secure Evelyn Schiffler Park (or Cedar Mill Park as a backup) and insure adequate parking is available. John recruited the following E-Board members for the committee: Anna Taylor, Diane Egan, and Kristen Croft, along with other non-Board members that have expressed an**

interest. Dianna Hess forward a Google Form to the committee that will be finalized and sent out to members asking for an RSVP for planning purposes. Kristen Croft moved and Diane Egan seconded that the budget for the celebration be \$5,000, with the option to adjust the amount if necessary. The motion carried unanimously.

Chapter President's Use of Time Release - No update provided.

Negotiations Update - Kim Bonner advised the Board that remaining negotiation items primarily include use of PTO and pay issues. **An update will be provided at the upcoming chapter meeting.**

President Anna Taylor adjourned the meeting at 6:20 p.m.