

**General Session Meeting Minutes  
September 5-6, 2019**

**Welcome**

Introduction of PASSCo members

# Regional Announcements, Recognitions, Awards, Retirements

Shaun McElroy (Alameda) announced he will be retiring in nine months. San Mateo COE Personnel Commission appointed Philip Gordillo as their Interim Director. Tulare reported that the California Center on Teaching Careers Virtual Job Fair has won 2 awards: 1) CCSESA Technology Innovation and 2) AESA National Award. Tannon Pafford (Fresno) has been promoted to Executive Director. Jason Maggard was promoted to Chief of Staff at Stanislaus COE.

**Chair Report**

Teri Gern announced that Leigh Butler (Monterey) was selected for this year’s STAR Award.

**Chair Elect Report**

Mari Baptista created a new Membership and Support Request Form in Google Forms which can be found on the left side of our PASSCo webpage. The form can be used to add a new member, remove outgoing member, update contact information, and Listserv and website support.

**Treasurer Report**

Budget Report (Action Item)

Tracee reported on the PASSCo Budget. Memberships is consistent with prior years.

Motion was made to approve the Budget Report:

First: Leigh Butler

Second: Toni Smith

Ayes: All Members

Nays: 0

Laurie Gabriel asked for the Executive Committee to review and update operating protocols around dues.

**Secretary Report**

Due to Jason Maggard’s promotion to Chief of Staff at Stanislaus COE, he can no longer serve as Secretary for PASSCo.

Motion to Approve May Meeting Minutes (Action Item)

First: Leigh Butler

Second: Philip Gordillo

Ayes: All Members all

Nays: 0

**Past Chair Report**

Leigh Butler opened the nominations for the 2020 PASSCo Executive Committee (Action Item). The following were approved by the membership to move forward:

Chair – Mari Baptista (Santa Barbara)

Chair Elect – Anisha Munshi (Santa Clara)

Treasurer – Tracee Edmunds (Marin)

Secretary – Tracy Rasmussen (Tuolumne)

Secretary Elect – Martha Garcia (Imperial)

First: Toni Smith

Second: Coleen Johnson

Ayes: All Members all

Nays: 0

**CCSESA Updates**

Serette informed the membership that the BASC Emergency Recovery Guide is complete and shared the link for the guide in her update which is located on the PASSCo webpage. She reported on the 2019-20 State Budget Opportunities to address priority issues. The opportunities discussed were California School Leadership Academy, Educator Workforce Investment Grants, Special Education Early Intervention Grants, Early Learning and Workforce Grants, and the Mental Health Student Services Act. More information on these opportunities can be found [here.](https://ccsesa.org/?wpfb_dl=6768)

SB614 was created to eliminate RICA and has now turned into a 2 year bill. Next CTC meeting is September 26th and she is actively working on this issue.

Assignment Monitoring AB 1219 – Serette thanked everyone for getting the data she requested so quickly to her. CCSESA has recommended changes to the bill that would assign the chartering authority for a charter school as the monitoring authority, not the county office of education.

AB 1505 – School districts for the first time would be able to consider the financial and academic impact on the district or neighborhood of a new charter school or a charter school that wants to expand. The bill also includes that after July 1, 2020, all newly hired teachers in charter schools would need a credential, whether they are teaching core or non-core classes. All current charter school teachers who do not have a credential would have five years — until July 1, 2025 — to get one.

**Liaison Reports CTC**

ACSA: Steve Hovey reported the ACSA Personnel Institute is scheduled for October 2-4 in Long Beach and the ACSA Negotiators Symposium is scheduled for January 22-24 in San Diego.

EDJOIN: CEDR training is in Monterey on October 2-4, 2019.

Legislative: The PASSCo tracked legislation update is located on the PASSCo webpage. Coleen Johnson briefed the membership on the following:

* Special Education – Statutory Changes. Could include examination of role of SELPAs, expansion of inclusive practices, and review of allocated funds for SPED.
* AB1505 & 1507 – Charter Schools
* AB1219 – Assignment Monitoring
* SB778 – Sexual Harassment – Extended deadline to train non-supervisory employees to 1/1/2021
* CSESAP – Classified Summer Assistance Round 2 – Funding allocated for 2021, timelines same as 19-20, threshold for eligibility increased to $62,400.

BASC Collaboration: John Laughlin served as the HR representative for the committee that created the Emergency Recovery Guide. He is asking for PASSCo members to be part of a committee to create a PASSC manual for the HR responsibilities during an emergency.

CCSESA State-Wide System of Support: Laurie Gabriel reported on the make-up of the committee, which includes the System of Support Coordinating Committee and 3 sub advisory groups: 1) Teaching & Learning Advisory, 2) Continuous Improvement Advisory, and 3) LCAP & Fiscal Advisory. PASSCo is part of the Teaching and Learning Advisory Committee. She asked for assistance and guidance with this role.

CalSTRS Liason report: There are four LEA-operated regional services located in Monterey, Humboldt, Santa Cruz, and Santa Barbara. CalSTRS is working with Edjoin to bring information to veteran and new members in a simplified format.

**CalSTRS and EdJoin Collaborative**

*Sandy Blair, Director, Retirement Readiness, CalSTRS*

*Christina Elliott, Assistant Director, Retirement Readiness, CalSTRS*

*Gary Flores, System Specialist, EdJoin*

CalSTRS Board Business Plan initiative includes partnering with Edjoin, California Teachers Credentialing and California Department of Education. CalSTRS has created an onboarding video for new educators which includes the benefit of having a defined benefit pension.

Resources for additional modules in your HR Tool kit:

* Welcome to CalSTRS
* Understanding the Formula
* The gap
* Survivor benefits
* Purchasing service credit
* Refund: Consider the consequences

Edjoin will automatically add the CalSTRS video to any posting that requires a credential.

Garry demonstrated the new and improved application tracking system in Edjoin that is being beta tested at this time and will be released next month. They are working on an events page and a revamp of the entire library section.

**Recruitment and Retention Symposium**

*Dr. James Brescia, County Superintendent of Schools, San Luis Obispo COE*

Dr. Brescia reported that he would like to partner and utilize CalEd grant funds that SLOCOE received to host a ½ day seminar on best practices for recruitment and retention. As well as engage with legislature to share what is working across the state and advocate for additional opportunities. The event will be held November 13th 12-4:30 in Sacramento at the Sacramento Ballroom. County offices as well as 1 or 2 districts from each county may attend. The grant will provide lunch for all and hotel and travel for districts.

Tara Kini, Director of State Policy from the Learning Policy Institute has agreed to be the opening Keynote Speaker. The vision is to have a facilitated panel discussion after the keynote and then 3 breakout sessions 1) dialogue with urban and large LEAs, 2) dialogue with smaller and rural LEAs, and 3) recruitment and retention with a diversity/equity lense. Two main goals, 1) helping professional across state and 2) the voice of HR in recruitment and retention needs to be heard by legislatures that control the money.

Dr. Brescia is looking for HR professionals to share the best practices that have worked for them and to share their local solutions. The idea is to leverage what is working and present reasonable pathways to legislatures that are present.

**Collaboration Groups**

* Recruitment and Retention - lead Tom Alvarez, San Luis Obispo COE
* Systems of Support (SPED) - lead Laurie Gabriel, Fresno COE
* Disaster Response - lead John Laughlin, Sonoma COE
* Legislation - lead Coleen Johnson, Sacramento COE
* Audits - lead Toni Smith, Kern COE

**Resilient Practices for Leaders**

*Shaun McElroy, Executive Director Human Resources, Alameda COE*

Shauns’ presentation focused on building the HR utility belt to managing stress. He provided many tools for the members to access.

**Round Table**

* CCSESA Recommendations for Special Education: 180 day waiting period waived for retirees
* CTC HR rep - TACSA sponsored this bill. One of the public representatives must be an HR representative on the commission. Two vacancies are currently open. Administration picks the representative with recommendations from ACSA and CCSESA.
* Hiring PERS retired annuitants - STRS retirees should not be hired to substitute for a classified position. Riverside uses the title as Temporary Management Project when hiring management retirees.
* Paperless personnel files – only a few offices have implemented this practice and most use Laserfiche.
* SPED Takebacks – Santa Barbara has a thorough process, structure and timeline that they follow which includes the receiving staff, COE staff and parents. Mari will share with the group.
* Caps on vacation – no more than 1 year accrual is allowable on the books. Most COEs have a cap and payout if the employee has carryover past the allowable cap.

**Meeting adjourned at 4:30 pm.**

**September 6, 2019**

**Introduction of Guest Speaker**

**Tina Kannarr, Senior Counsel**

***Atkinson, Andelson, Loya, Ruud, and Romo (AALRR)***

Employee Absenteeism: Practical Guidelines for Managing Attendance

Issues Controlling Employee Leaves Through the Contract