

Collaboration Meeting Minutes

Dec. 5, 2023

4:00 - 5:30 pm

In DO Conference Room or via Google Meets

AGENDA

Meeting Ground Rules

- Be respectful and confidential
- Assume positive intentions
- Allow Processing time
- Everything on the table
- Use of the parking lot - tabling an idea
- Strive for consensus
- Right to not participate
- Hard on the issue, soft on the person
- Check for understanding
- Commit to attend
- Enjoy and respect the process
- Complete the issue or carryover to next meeting

Attendees:

<input type="checkbox"/> Brian Graves <input type="checkbox"/> Elmira Feather <input type="checkbox"/> Joy Thomas	<input type="checkbox"/> Kelee Robinson <input type="checkbox"/> Kelly Walton, Facilitator <input type="checkbox"/> Neva Noe	<input type="checkbox"/> Sara Browning <input type="checkbox"/> Wendy Johnson <input type="checkbox"/> Intern Evan Townsend
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Facilitator: Kelly

Recorder: Wendy

1. **Check In:** *A check-in encourages everyone in the room to focus on the meeting and each other. Some questions you might answer are: What is your mindset coming into this meeting? What is going on for you that people in the room might need to know?*
2. **Review agenda, prioritize topics and allocate time to topics**
3. **Agenda Approval**
 - a.
4. **Review minutes from Prior Meeting**
 - a. [minutes](#)
5. **Old Business:**
 - a. Updates on CEU challenge & possible language on credits added to Master Contract - Brian
 - b. Bereavement language in the Master Contract vs. Policy 478 - Brian
 - i. some examples
6. **New Business:**
 - a. Legislative visit
 - b. Review [projects](#) we identified as incomplete work in May
 - i. Next phase of pay scale
 1. [2023 IBB Process for Negotiations](#)
 - ii. Task Forces:
 1. Class sizes -
 - a. Research

*NOTE: Because of the need to efficiently conduct its business within the available time and to deal with situations where unexpected issues arise and/or where the team needs to address issues not on the agenda, the agenda may in good faith be modified either before or at a regular meeting.

- b. Kuna recommended class sizes
 - c. Next steps / Triggers for when numbers are over recommendations
- 2. Schedule - Stuart & Brian
 - a. Issues of secondary master schedule not balancing
 - b. Start and end times for both elementary and Secondary
- 3. Extended Days - Brian & KEA member?
 - a. Audit stipends
 - i. Building admin chosen
 - ii. Set by district
 - iii. Common responsibilities / job descriptions
 - iv. Criteria
 - 1. Meeting hours
 - 2. Meeting amounts
 - v. Process for adding new stipends
 - b. Audit Extended day contracts
 - i. Process for extended days
- 4. Calendar - Committee facilitated by Brian
 - a. Investigate 4-day work week
- iii. [Policy^440](#) Definition of Employment of Certificated Employees - Melissa & Brian
- iv. [Policy^441](#) Certificated Assignment and Transfer - Melissa & Brian
- c. **Salary Schedule**

7. Items to Communicate:

- a.

8. Agenda Items for Next Meeting in Dec. 5

- a.

9. Debrief *A debrief encourages everyone in the room leaves feeling like they were heard and understood.*

- a. *Opportunity for all to debrief*

10. Adjourn:

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