

**SLMC Meeting - Minutes**  
**HR Conference Room**  
**February 24, 2016, 9:00 - 10:30**

**Attendees:**

	Karen Catalano	x	Michael Juric
	Mary Downey		Karen McGahey
x	Yolanda Galvez	x	Maria Peluso
x	Steve Herrington		Debbie Shepherd
x	Mandy Hoffman		

**Guests:**

**Carol Mahan for Debbie S**

<b>Item/Owner</b>	<b>Time</b>	<b>Abbreviated Minutes</b>	<b>Next Steps</b>
Welcome & Introductions – MJ	5 min	Once around the table	N/A
Health Care Task Force / Employee Current Health Care Experience – MJ	10 min	MJ to bring back recommendations of the County- wide task force as they come available. At the moment we are not hearing concerns regarding the current providers.	MJ to bring County-wide recommendation if completed.
Update Program Transfer – MJ	10 min	Process, Santa Rosa has to offer positions to certificated. Will initiate first round of selection of positions. Classified to determine in March and go to the district(s) in April.	Update next meeting.
Update on Approach for TAs Acquiring Subs – Mandy	10 min	Principals have been notified that they are not to have the TAs call to find their own subs. Principals are meeting with individual teachers who are unaware of that practice. John and Mandy are meeting with principals individually and would appreciate hearing if there are individual TAs who are being asked to do so. SCOE will address the process at the next year orientation.	Mandy requests bringing this back to the group at our next meeting to check in.
Seniority List on Website – YG	5 min	Interest in posting the seniority list on the website. Concern for confidentiality issues. Will distribute classified seniority list for them to post and notice staff of availability.	Will distribute to principals.
Attendance Taking – TA or Teacher – YG	5 min	Requirement is the teacher signs off to verify attendance. Depends upon circumstance and is the preference of the teacher.	
Back to School for TAs - YG	5 min	Mandy will follow up on calendar requirements for TAs and the ability for them to come back for a special event. MJ and John are interested in having all staff together at recognition/start up events.	Mandy to bring this info back to the group.

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SCOE Lunch Room Upgrade – YG	5 min	Kitchen upgrade is on the calendar following the Library/Media Center, most likely to occur after 2018.	
Co-op Chilcare – YG	5 min	Question on availability of child care providers. Limited in this area.	
Department Becoming Management Heavy – YG	5 min	Discussion of NCSOE and addition of supplemental positions. As the program sections increase we anticipate increasing additional classified staff as the program fully develops, perhaps as soon as the 16-17 school year. MJ to touch base with Karen R on prep for the sessions and who is actually doing the work. ESS teachers on loan converting to SCOE positions, “additional” staff are not coming on board.	

<b>Future Meetings*</b>	<b>Future Items for Discussion</b>
March 31, 2016	
April 28, 2016	
May 26, 2016	
June 30, 2016	

\* All meetings will be held at 9:00 – 10:30 a.m. in the Human Resources Conference Room unless otherwise noted.