

Prioritized List of Issues for Contract Negotiations between ISD 535 and MSEA for 2010-2012

Issue 1: Need to add language to the contract regarding recall and displacement process: when a paraprofessional is recalled from layoff status/displacement, how much time should be given for a paraprofessional to respond to the offer of recall? (**Common Issue**)

- a. Need to clarify the language in the contract regarding the reduction process. Need to have a clear distinction between:
 - Layoff
 - Displacement
 - Reduction

Issue 2: How much prior approval is needed for paraprofessionals who work on workshop days, teacher workdays, and parent-teacher conference days? (**Common Issue**)

Issue 3: Language regarding the After-School Academy needs to be added to the contract (procedures regarding the application process, salary, and reductions) – **Common Issue**

Issue 4: Need to revise the language in the current contract regarding third party billing (Article 10.5 on page 12)

Issue 5: Outsourcing Bus Paraprofessionals

Issue 6: Language regarding the Summer Academy needs to be added to the contract (procedures regarding the application process, salary, and reductions) – **Common Issue**

Issue 7: How can HR receive advance resignation notice from paraprofessional staff to ensure that all vacant positions are filled before the start of the school year?

Issue 8: What procedures can be established to enhance employment opportunities for the employer and the employees? How can we adjust the practice of paraprofessional job transfers before positions are posted to the general public?

- a. Interview for internal candidates

Issue 9: How many hours per day should a paraprofessional work in order to be eligible for seniority within the unit?

- a. How should the seniority list be grouped or defined?
- b. Expansion of seniority in terms of placement of current employees (lateral transfers, summer employment, promotions from one band/grade to another)

Issue 10: Employment procedures:

- Bidding process
- Application process (task analysis statements/job descriptions are not available for all positions; need to have more specific qualifications in job postings)
- Need for a task analysis statement for every vacancy (not just generic ones)

- Job postings need to include more specific information in the job description related to that position
- What are considered definable skills? (task analysis)

Issue 11: Problems with the Online Application System (parking lot issue)

Issue 12: When is the longevity payment made? (the language in Article 7.5 on page 10 is not clear and could be misinterpreted)

Issue 13: Vacation: what date must earned vacation be used by?

Issue 14: Sick leave

- Would like to have parity with other bargaining units
- Would like to have a wellness incentive for employees in the contract encouraging to use the sick leave sparingly (to avoid misuse of sick leave)
- Would be interested in the catastrophic sick leave pool
- Definition of household members

Issue 15: Absence for personal reasons (code 9 and code 8)

- Definition of personal emergency
- Need to put some parameters on code 9s and code 8s,
- Need a list of personal reasons that would define when employees can take leaves for personal reasons (paid and unpaid)

Issue 16: Pay stubs are difficult to interpret (parking lot issue)

Issue 17: Inconsistency with salary worksheets (some early childhood paras don't get them)

Issue 18: Safety

- OSHA required training (ongoing problems with completing annual online training; HR has been sending out memos to allow paraprofessionals to take these tests during early release/late start days)
- Noise monitoring (exclusive to the cafeteria)
- Lack of personal protective equipment in sufficient quantities (e.g. Special Ed, Cafeteria, School Nurse Office) (HIPPA Law)

Issue 19: Need to clarify insurance benefits language:

- Eligibility, if elected (need to incorporate a denial form)
- Insurance coverage upon retirement

Issue 20: Contract duration (one-, two-, three-year contract) – (**Common Issue**)

Issue 21: Wages and benefits (**Common Issue**)

Issue 22: Structure Special Ed paraprofessionals' pay for bussing

Issue 23: Need to introduce consistent evaluations of performance