

# District Services Classified Senate Retreat

Attendees: Yvette Macy, Dawn Heuft, Della Elliott, Kasi Althaus  
JaQ Osborne, Rico Galicia, Laurie Lovell



CLASSIFIED  
SENATE

02/28/2017

## Welcome

- JaQ Osborne presented a morning activity.

## Business as Usual

- Minutes – January minutes were approved unanimously. Laurie Lovell motioned, Kasi Althaus 2<sup>nd</sup>.
- Treasurer Report – Kasi Althaus reported the site accounts are still pending, district services has approximately \$1200.00.

Purpose – Yvette Macy lead the team through what Classified Senate’s purpose is and the board discussed the following:

- C&B’s – The new site Constitution & Bylaws are planned to be voted on at the Classified Professional Development Day March 27<sup>th</sup>.
- MOU – The Memorandum of Understanding displays the roles of CSEA and Classified Senate.
- Participatory Governance – Macy and team discussed the “tree”, who’s serving on what, acknowledged vacant seats and committees that don’t have a seat for Classified.
- Communication- the team discussed the most effective way to pass on communication by our reps sitting on committees.
- Shout Outs – the process of placing classified reps on screening and regular committees.
- Professional Development – the Classified Staff Appreciation Day shifted to Classified Professional Development Day. Classified Leadership Institute: Macy requested funding to send at least (2) reps to Lake Tahoe for the conference. The group discussed who to send if approved.
- Promote Best Interest – We Care program was developed last year to house the District Star Award and Employee Anniversary Cards. The Chancellor Classified Senate Award has been postponed.

## Planning

- Calendar – the month of March was displayed to convey the cycle of meetings that occur within the month. District Services Council, Classified Senate Coordinating Council, DEC/DSPBC, Governing Board, and the regular Classified Senate meeting. The Chancellor Classified Leadership meetings join bi-monthly. The calendar was created reflecting to the end of this e board’s term 6/2018.
- Organizational Meetings – per the C&B’s two Organizational Meetings must be made to maintain connections and interest in leadership with classified. The group agreed the Classified School Employee Week would be a good time to devote one. 5/21-5/27. The other will be.
- Annual Planning Retreat – a districtwide senate retreat will be scheduled in the fall.
- Fundraising – the group mentioned doing a cookbook.

## Functions

- Web – Updating & Posting – Dawn Heuft
- Meetings – Appoint Chancellor Leadership Meeting to JaQ Osborne
- Shout Outs – Yvette Macy
- State Reporting 4CS – Laurie Lovell
- District Star Award – Yvette Macy, Della Elliott, Dawn Heuft (revamp)
- Years of Service Cards – Kasi Althaus
- New Hire Ambassadors – Rico Galicia, Yvette Macy

### District Services Classified Senate

#### Executive Board’s Wish List:

- More team building
- Respectful Leadership
- A new building
- Increase in Salary Schedule
- A new building
- Address the culture of bullying
- A new building