



2018-19 Employee Handbook Annual Review Update #1

August 29, 2018

Background

This summer, representatives from MTI and MMSD began to meet in the annual **Employee Handbook Review/Revision** process outlined in Section 18 of the Employee Handbook. Various **work groups** comprised of MMSD and MTI appointed representatives have been meeting, with the goal of advancing recommended revisions for consideration by the joint MTI-MMSD **Handbook Review Committee** to the Superintendent and Board of Education for consideration later this fall.

Since Governor Walker's Act 10 prohibited collective bargaining for public sector employees in Wisconsin, MTI is one of the few Unions in the state that has maintained strong employee voice in the pay, benefits, and workplace policies now contained in the Employee Handbook. This advocacy is supported by MTI members who support the work of their Union both financially, as well as via their service and leadership on MTI committees and work groups. ***Over fifty (50) MTI members are representing you and providing leadership through their participation in these Employee Handbook discussions.***

Employee Handbook Review August Update:

School Climate and Shared Leadership Work Group: This work group is discussing School Climate and Shared Leadership issues, including changes to School-Based Leadership Team (SBLT) composition, functioning, and other processes to build genuine shared leadership structures within our schools. This work group held its first meeting on **July 24**, at which time MTI representatives outlined some general ideas and concerns, including: 1) changes to allow school staff to select their own representatives to the School-Based Leadership Team (SBLT) to ensure that genuine staff voice is incorporated; 2) changes to ensure that the agenda for SBLT meetings are collaboratively developed by the team (rather than determined by the principal or Central Office); and 3) creating specific School Culture and Climate teams within each building, selected by staff and charged with discussing and addressing culture and climate concerns. The premise of all of these suggestions is to create high functioning schools with genuine shared leadership. The work group is scheduled to meet again on **September 10**, at which time we intend to expand on concerns about school climate.

Teacher Planning Time Work Group: This work group met on **August 20** and continued the discussions from the 2017-18 school year around teacher planning time concerns, particularly for secondary teachers, as there is no explicit planning time language in the current Handbook. The discussion is primarily focused on providing secondary teachers with guaranteed blocks of "duty-free, self-directed" planning time vs. Administration's desire to schedule meetings as necessary. The MTI work group believes that by setting aside guaranteed planning time, Administration will need to schedule meetings that respect such time; however, there is also recognition that management needs to be able to schedule meetings. There was much discussion about how to build some flexibility into any agreed-upon language. This work group will be meeting again in September and will be seeking additional information from middle and high school staff on meetings and other assigned tasks that most often interfere with duty-free, self-directed planning time.

Additional topics of discussion will include duty-free, self-directed planning time on All-Staff Days. Currently, individual school Principals and SBLTs are charged with planning All-Staff Days and there is great variability among schools in providing teachers needed time to work independently.

Extra-Curricular Pay Work Group: This work group met on **July 31** and started discussing proposed changes to co-curricular compensation covered in [Addendum I of the Employee Handbook](#). Initial discussions were related to compensation for high school forensics and debate, middle school music performances, and HS club

advisors. *While athletics are also covered in this Section, no proposals have been made for specific changes at this time.*

- The forensic and debate team size, and the length of the season schedule has changed significantly since these rates were first determined.
- There is currently no language or compensation ensured for middle school music teachers for evening performances and the District has agreed that this needs to be changed.
- Currently, this section of the Handbook identifies specific club advisors that can be compensated, and the work group provided Administration some flexibility to pay club advisors meeting specific criteria discussed.

This work group will be scheduling a second meeting in September to continue discussions to try to come to resolution on the items at issue.

High School Scheduling Work Group: This work group met on **August 13** to discuss the District’s exploration into potential changes to high school scheduling, including the consideration of block scheduling for the four (4) comprehensive high schools (as well as revisions to LaFollette’s current block schedule). These considerations are driven by a desire to provide high school students with more course options and to address scheduling limitations due to new graduation requirements, expansion of health to 10th grade, scheduling conflicts between AVID, world languages and orchestra, as well as the impact of the Pathways program. MTI reps shared teacher concerns that a move to a block schedule, without the necessary resources and support, could actually restrict course offerings to students while simultaneously increasing demands on teacher time due to increased preps and/or decreased planning time. All parties agreed that these scheduling considerations need to be discussed further and that an educator voice needs to be incorporated into the planning process. This work group agreed to work on a draft communication to all high school staff that would include the rationale, timeline, and process for considering changes. This communication could be ready by early September.

Teacher Compensation Work Group: MTI Executive Director Doug Keillor and Assistant Director Jeff Knight met with District HR and Labor Relations staff on **August 27** to discuss scheduling work for the Teacher Compensation Work Group this fall. This is continuation of the work this group performed last school year related to potential changes to the structure of the teacher salary schedule. Last year’s work on this topic was suspended in March 2018 as MTI and the MMSD switched focus to base-wage bargaining (which resulted in MTI negotiating a 2.13% cost-of-living increase for all District staff). After bargaining the 2.13% increase, the Board of Education directed District Administration to work on changes to the teacher salary schedule to make it more “sustainable” in light of fiscal restraints and the increased cost-of-living. According to HR and Labor Relations staff, the BOE is requesting that proposed changes to the teacher salary schedule be shared with the BOE later this fall, so that they can be considered along with the 2019-20 BOE budget discussions. The MTI reps shared that MTI is interested in continuing to explore any potential changes to the salary schedule that educator’s value, thereby assisting the MMSD in attracting and retaining the quality staff that our students and community deserve. A meeting of the teacher compensation work group is scheduled for **September 6**.

ESEA and USO Work Groups

A major EA/SEA salary schedule improvement was achieved for 2018-19 which, combined with the \$15 per hour entry wage and 2.13% base-wage increase, has raised hundreds of EAs and SEAs to a “living wage level”. ESEA and USO leaders will be meeting over the next couple of months to discuss any revisions they would like to see in the Employee Handbook related to employees represented in these areas (educational assistants, SEAs, NAs, clerical/technical employees, school security assistants, etc.). ESEA members and USO members are encouraged to share their ideas/concerns with their elected leadership and/or MTI staff at mti@madisonteachers.org.