

**Proviso Teachers Union Council Executive Board - Special Session**

05.31.22 @ 5:00PM

Remote (Zoom)

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	5.31.22
Colwell, Steven	P
Kujawa, Brandon	P
Lanzillotti, Angela	A
Marter, Jim	P
Medina, Diana	P
Moss, David	A
O'Connor, Nicole	P
Pijut, Dale	P
Skoupas, Anastasia	P
Soto, Micaela	P
Stompor, Jen	A
Travis, Ernest	P
Wardisiani, John	P

- I. Call to Order (5:03)
- II. PTU Accounting
  - A. Wardisiani motions to consolidate existing funds, moving matured CD into primary PTU account.  
Voting YES:  
Kujawa, Marter, Medina, O'Connor, Pijut, Skoupas, Soto, Travis, Wardisiani, and Colwell
- III. PTU Website
  - A. The Executive Board moves to table discussion of PTU website for our 06/08/22 meeting.
- V. Additional PTU Monthly Meeting
  - A. The Executive Board unanimously approves scheduling of a 06/08/22 meeting at Proviso West.
- VI. Building Rep Reports
  - A. PMSA
    - 1. Absence Management:
      - a. To avoid loss of sick/personal time when scheduling an absence through Frontline, members will be reminded to adjust the end time of Friday absences (to 3:15)
      - b. HR will be contacted to inquire about the lost time.

B. Proviso West

1. Health Insurance
  - a. D209 will continue with the Bravo program.
  - b. The District and Union are discussing release of surplus health care savings to offset the cost (to members) of an expected increase to premiums.
  - c. The Benefits Coordinator will be contacted regarding open enrollment
  - d. Health insurance will carry through August 31<sup>st</sup> of the current calendar year.
2. HB 1167
  - a. Human Resources will be contacted to clarify the process for reimbursement of sick days due to COVID-related absences.
3. Union Communication
  - a. To prepare responses to inevitable questions and concerns from members, building reps request prior notification of PTU-wide communications.
4. Union Office
  - a. Building reps request access to the Proviso West Union Room.
  - b. The previous member(s) will be asked to hand over the required key(s) to new members of the PTU Executive Board.
5. Training
  - a. Building reps are encouraged to contact the IFT for scheduled training sessions.

VII. Meeting Adjourned (5:58)

Meeting Notes:

*In a separate account, we currently have a CD past maturity. Wardisiani suggests that we move these dormant funds (estimated at \$17k) into the primary PTU account.*

(PTU Accounting)

*Per member request, we are creating a website for easy access to PTU documents and relevant links. One option involves inhouse development using an existing, no-cost platform (e.g., Weebly) whereas an alternative would contract a website developer to build and maintain the PTU site. At a discounted rate, a Proviso West alum has offered these services for an annual cost of \$2,500, with partial funding (the amount has yet to be determined) granted by the IFT with the remainder provided by PTU funds. This developer will be asked to attend our next scheduled meeting to field questions from Executive Board members. In response to member concerns, John Wardisiani notes that contracting for website development and maintenance would not translate to an increase in member dues. The PTU would contract for one trial year, allowing membership to determine whether the site and its developer are retained for future services. Ernest Travis suggests that the PTU seek other vendors to compare services and costs.*

(PTU Website)

*Due to the extended school year, with members working through the middle of June, we discuss the need to meet for an addition meeting, the final PTU Executive Board meeting of SY22.*

(Additional PTU Monthly Meeting)

*Staff have expressed concern regarding the entered into Frontline, the district platform for entering absences. Specifically, the program defaults to 3:30 as the end time for an absences. Yet, as the Friday teacher release time is 3:15 (per CBA), can teachers recoup the increments of sick days and personal days?*

(PMSA Report - Absence Management)