

# HILLSBOROUGH ASSOCIATION OF SCHOOL ADMINISTRATORS

## MINUTES - January 10, 2005

**In Attendance:** Kenneth Allen, Lou Cerreta, Anne Chatfield, Connie Hayden-McPeak, Jeane Leone, Lois Mautte, Mari McBryar, John Miliziano, Mike Phillips, Sherrie Sikes, David Smith, Pat Smith, Tee Solomon, and Elsa Tuggle,

The president, Dr. Ken Allen, welcomed board members and called the meeting to order.

### **A. EXECUTIVE COMMITTEE REPORTS:**

#### **I. Secretary – Lou Cerreta:**

Dr. Allen presented the December minutes for review. It was noted that the minutes read that \$100 apiece was donated to two retiring School Board members. In reality, the money was donated to the “retirement fund” for the retiring Board members, not to the members personally. With that correction made, a motion was made and seconded to accept the minutes, and the motion carried.

#### **II. Treasurer – Elsa Tuggle**

Ms. Tuggle presented the December treasurer’s report. She noted that December had been a quiet month, financially. Noteworthy was that the senior checking account grew stable, and that when the next installment of membership dues are paid, the dollars borrowed from savings will be replaced. She mentioned that the possibility is being investigated to have FASA dues deducted and sent directly to FASA by the payroll department.

Some discussion ensued regarding funds budgeted but not exhausted for special projects/events. With Lawson looming, some concern was expressed regarding a possible funding shortfall. Past practice has been to leave the dollars in the fund budgeted until they are needed for another line item. Consensus was to continue that practice, making budgetary line item adjustments when needed throughout the remainder of the fiscal year.

#### **III. Membership Report – Pat Smith**

Ms. Smith presented the December membership report and noted that four new names were added to the rolls. A deadline was established for those cash members who have not yet renewed for 2004-2005. It was decided the deadline would be the end of January, 2005.

With the promotion of Carla Bruning to Principal, the Board recognized the need to name a replacement for her as APII representative. Donna Cason, currently alternate, will assume the Board position and the AP II Council will appoint another alternate to take Donna’s place. It was also noted that the senior high reps have no alternate, due to the passing of Tom Rao. Their council will do similarly and appoint a replacement.

Ms. Smith informed the group that thanks to the unit allocation cleanup effort, a new and more accurate list of non-instructional management positions will be available for comparison with our current management list(s). This will allow for fine tuning of our non-instructional managers’ membership eligibility status.

#### **IV. President’s Report – Ken Allen**

Dr. Allen asked for topics for the January Superintendent’s Roundtable. It was decided to ask for follow-up on the status of the topics discussed with Mr. Dan Valdez in December. Those topics included: Status of HAPE, hiring of substitutes, emergency hiring of staff, per diem reimbursement,

institutional memberships to FASA, travel to professional conferences, performance pay for district level administrators, training of shelter managers and participation in the hiring of the new Superintendent.

Regarding the number of substitutes needed, one suggestion was raised, asking if the district might consider offering a “cash out” for a number of leave days at the end of each year. Many other agencies use this as an incentive to encourage better attendance. The current one day offered for cash out at 80% pay does not seem to make an impact on attendance.

Regarding the shelter manager issue, Mr. Otero had spoken to the issue and noted that it was the intent of staff to broaden training and delineate shelter responsibilities more clearly between Red Cross and district personnel. It was suggested that principals try to stay at their schools as much as possible, and that other staff will be assigned to schools closer to their homes in the future.

The performance pay issue is still one being looked at and questioned, the most recent group being the Supervisors’ Council.

The other issues listed above are still not firmly resolved, and will be re-addressed on the Roundtable agenda for January.

Dr. Allen solicited topics for the School Board Forum. It was suggested that HASA’s legislative priorities be made known to the School Board members, not necessarily seeking their endorsement. Recurring issues from Superintendent’s Roundtable discussions were also suggested.

Discussion ensued regarding communicating information to our members; for example, possibly use articles in the newsletter to let members know that internal dollars can be spent for professional conferences, travel expenses, etc. Council meetings reveal that not many members were aware of the assistance available and would have utilized that assistance in the past had they known. Board members agreed that school sites should be aware that it is “legal” to use a certain percentage of internal accounts for these purposes. Dr. Allen agreed to address this issue in his President’s Message.

## **V. Executive Director’s Report – John Miliziano**

Regarding Forum topics, Dr. Miliziano received approval from the HASA Board to meet in advance with individual School Board members to talk with them regarding HASA’s issues and goals.

It was suggested and agreed upon to think of a parting gift for Dr. Lennard, to be presented to him at the Spring Social. The tentative date to announce the name of the incoming Superintendent has been established as May 1, 2005. Another suggestion was made that a welcoming party be considered for the incoming Superintendent, to introduce them to HASA.

Tampa Bay Area Coalition update: Dr. Miliziano distributed a draft of the 2005 Legislative Priorities and Talking Points. It is hoped that this document will be fine tuned and a copy given to each legislator from our delegation, with a list of all participating organizations/associations across the state and their membership numbers. Appointments are being planned with the legislators and/or their aides to ask them to support or sponsor our three priority bills. Strong Republican backing will be needed to reach goals. Endorsements and sponsors/co-sponsors will be aggressively sought. It is important that legislators realize these issues are vital to the retention of good educators and administrators.

A meeting is being planned to be held in Tallahassee to put the final touches on a statewide, half-day workshop to train organizations/associations to establish better communication and “call to action” type programs in their own districts. This workshop will be held in Tampa at Jefferson High School on either the 19<sup>th</sup> or 26<sup>th</sup> of February. Details are being worked out and more information will be forthcoming.

Dr. Miliziano reported that the FASA Communicator indicated there were 125 new FASA members recruited. Thirteen came from Hillsborough County, and of the 125, 72 came from Coalition or “interested” counties. Also, he will be visiting Seminole County and Sarasota County in January to provide information and share the benefits of the TBAC.

The issue of a claim submitted under HASA’s Legal Defense Fund policy was discussed. A payment to the member will be made after Dr. Allen discusses the matter with the Executive Board.

Dr. Miliziano was pleased to pass around documents received by HASA from other counties in the Coalition (Dade and Pinellas). This information-sharing demonstrates one of the benefits of Coalition membership.

Newsletter article submissions were discussed; Dr. Lennard will be the Member Spotlight person for January and HASA scholarships will be announced by Pat Smith. Other regular articles will appear as usual.

## **B. COMMITTEE REPORTS/OLD BUSINESS:**

- An update for the School Board Forum was discussed. The menu will be the same as previous years, and invitation letters will go out to School Board members and staff well in advance of the event.
- A previous suggestion to name a HASA scholarship after the late Tom Rao was revisited. A motion was made and seconded to name one of the scholarship after Mr. Rao.

## **C. NEW BUSINESS/ROUNDTABLE:**

- David Smith mentioned that the unit clean up effort is ongoing and was definitely needed. Also, the Superintendent’s cabinet opted to put the RFP back out this summer on computer purchases. The contract with HP expires April 17<sup>th</sup>.
- Balfour was recognized for again offering to provide 100 membership pins at no charge.
- Dr. Allen thanked district staff who were involved in unit clean up efforts.
- It was suggested that teachers’ unions across the state be invited to send representatives to the statewide workshop in February.
- Dr. Allen mentioned that Legislative Days will be March 14 – 16, 2005. It was noted that any HASA member is eligible to attend, but a good mix is needed of experience and those who wish to learn the process. Interested members should contact him to be considered for the event.

With no further HASA business, the meeting was adjourned at 6:35 PM

Respectfully submitted,

***Lou Cerreta***

Lou Cerreta, Secretary

*\*These minutes are not official until approved at the February, 2005 meeting.*