



West Genesee Teachers' Association

PO Box 417

Camillus, NY 13031

Monthly Meeting of the Cabinet

Monday, August 12, 2013

I. Call to Order

The meeting was called to order by John Mannion at 9:05 a.m.

II. Roll Call

Cabinet Members Present:

Executive Officers John Mannion Mary Weaver Keith Newvine Sue Marshall Katie Williams	East Hill Heather Thome	Onondaga Road Jeanine Stables	Split Rock Linda McKeon
Stonehedge Terry Lindsey Allyson Winters	CMS Courtney Updegraff	WGMS Matt Bolha Carol Glor	High School Molly Devaney Patrick Haines Theresa Mosey Theresa Murray
Guest Dave Schreiber (NYSUT Labor Relation Specialist) Mike Lisson (Auditor)			

III. Guest Speaker

- a. Michael Lisson from Grossman St. Amour presented the information from their audit that they conducted in the summer.
 - i. He mentioned that in November of 2010 the WGTA lost tax-exempt status, but now has re-filed to get it back.
 - ii. Ronald Hongo, CPA, was contractual obligated to file the 990's for the past five years. They were not filed. At some point during 2013, Mr. Hongo filed the previous year of 990's, which were submitted to the IRS.
 - iii. Mr. Lisson stressed that the WGTA needs internal controls. He presented a draft of the audit.

IV. Minutes: Katie Williams reported:

- a. MOTION: John Mannion
 - MOVED: He would like to amend the April minutes that it states the following: *The purpose of an early election in May is to allow training and transition of the newly elected executive officers.*
 - The Motion was SECONDED: Mary Weaver.
 - The Motion was PASSED: Unanimous voice vote.
- b. Minutes from the May WGTA Meeting were accepted.

V. Treasurer's Report: Sue Marshall reported:

- a. Grossman St. Amour conducted an audit this summer.
- b. The 2013-2014 WGTA Budget was presented.
 - i. We encourage everyone to question anything that they may not understand. All expenses will be clearly stated to show what was exactly spent.
 - ii. One of the internal controls is that there will be three signers on the checking account. If the check is made to one signer, then the other two signers need to sign. Everything needs to have original receipts.
 - iii. There will be no more credit cards for the WGTA.
 - iv. If an item is more than \$500, it needs to be approved by the Cabinet before purchasing.
 - v. John Mannion is asking for \$75 a month for phone charges.
 - vi. Last May, a check dated June 6, 2013 was written to Ronald Hongo for \$9,295. This payment was made to settle the WGTA balance owed to him, per our engagement letter. It is assumed this payment was made after his office drafted and filed the past four years of 990's.
 - vii. Sue will be using PayChex for payroll.
 - viii. Executive Officers stipends include all of the added responsibilities. President—EDC Chair and Vote Cope Chair, Secretary—Sick Bank Chair
 - ix. The Building Leaders and Building Representatives stipends are determined based on an approximate number of members in each building.
 - x. MOTION: John Mannion
 - MOVED: Accept the 2013—2014 WGTA Budget
 - The motion was SECONDED: Mary Weaver.
 - The motion was PASSED: Unanimous voice vote.

VI. President's Report: John Mannion reported:

- a. Election Results for Building Level
 - i. John asked for no building leader at WGMS because 2 executive officers, Mary Weaver and Sue Marshall, are present in the building, along with Matt Bolha.
 - ii. John appoints Kristen Sperduti to leader at Camillus Middle School. There is now a representative position available at CMS. In September, there will be a vote for a new representative.
 - iii. High School: Keith Newvine is now an executive officer, so his name is removed from the list of representatives.
 - iv. Linda McKeon will be an alternate at Split Rock Elementary.
 - v. MOTION: John Mannion
 - MOVED to accept the 2013—2014 WGTA Election Results
 - The motion was SECONDED by Mary Weaver.
 - The motion was PASSED: Unanimous voice vote.
 - vi. MOTION: John Mannion
 - MOVED to have Keith Newvine as Vice-President of Grievances.
 - The motion was SECONDED by Allyson Winters.

- The motion was PASSED: Unanimous voice vote.
- b. Mission Statement: Mary Weaver and Sue Marshall created the Mission Statement. John Mannion would like to emphasize the importance of communication within the WGTA.
 - c. APPR: Discussion on the new scoring bands.
 - i. It was stressed that there needs to be more training on the new APPR process.
 - ii. Teachers only have to be scored on one indicator under each standard.
 - iii. If you do not agree with your total composite score, you have 15 days after finding out the score to go through the appeals process.
 - d. Grievances: Procedures were not followed per contract regarding Middle School Interaction Time. There was a discussion with Dr. Brown and Brian Kesel regarding this.
 - i. There is concern that there is nothing in writing as to what Interaction Time is and what Interaction Time isn't. It also isn't listed in the contract.
 - ii. A letter will be drafted to the administration that clearly states the parameters of Interaction Time. Keith Newvine will draft a letter and present it to the Cabinet in September.
 - iii. It was stressed how everyone needs to be vocal in stressing their concerns about the APPR process. There was questions regarding if the students' assessments for APPR could be project based, instead of paper and pencil assessment.
 - e. Request for Testing Resolution: This letter was presented, along with Dr. Brown's response.
 - f. Board of Education Attendance: A sign-up sheet was passed around for Cabinet Members to attend a Board of Education meeting.
 - g. Committee Sign-Up: A list of committees was provided to all members.
 - i. In Service Training Committee: This was mentioned to the district because it is stated in our contract, but has not operated in the past.
 - ii. There will be a Special Education Teachers' Committee.
 - iii. If anyone would like to be part of these committees, please contact Katie Williams.
 - h. Teacher-Superintendents' Liaison: This will be reinstated this school year.
 - i. Delegates for New York State Retirement System
 - i. Our delegates are Dee Moore and John Christian. We are looking to send a visitor to this as well.
 - j. Onondaga County Teachers' Association (OCTA)
 - i. The date is August 21st and John Mannion will attend.

VII. Vice-President's Report: Mary Weaver reported.

- a. Fall Fling: We are aiming for October 17th for the Fall Fling. It is still in the planning stage and can be changed.
- b. Erie Canal Days: Becky Jackson reached out to John Mannion about having WGTA participation there.
- c. Denim Days: Mary asked each building which days would be good for Denim Days.
- d. The WGTA will utilize to a greater extent both social and print media to increase communication and community support.

- e. The Membership
 - i. Personal Advertisements: If a WGTA member has a side business, they can advertise for free. If someone is not a member, they can still advertise, but there would be a small fee.
- f. Next meeting for the Teaching Center Directing Council is TBD.
- g. Sue Marshall, John Mannion and Mary Weaver will be members on the Insurance Benefits Committee.
- h. Race for Respect is on September 22nd.

VIII. Building Leader Report

- a. New business at the building level
 - i. Elementary School: Concern on how new administration is going to be updated on new APPR process.

IX. New Business

- a. A sign-up sheet was passed around for helping run a booth at the New York State Fair. 8 people volunteered and all slots are filled.
- b. Social Media and Communications
 - i. If you need any executive officer, please call 333-2094.
 - ii. John Mannion's e-mail address: mannionforwgta@gmail.com
 - iii. You can always call the school building directly for emergencies.
 - iv. Please look at the WGTA Facebook and Twitter page.

X. WGTA Cabinet Meeting dates for 2013-2014 school year were established.

XI. Adjournment

- a. The meeting was adjourned at 11:13 a.m.