



Classified Employees Advisory Council

CEAC Minutes

April 20, 2023

9:00 a.m. – 11:00 a.m.

Members present: Fred Bear, Karla Elliott, Alicia Peterson, Dee Tolinichi, Chris Esser, Jason Beutler, Leah Raymond, Tracy Dean, Kenny Collins, Misty Fritz,

Members not present: Jennifer Davis, Denise Lee, Zita Brogan, Lisa Thursby, Keith Blanchfield

CEAC's mission is to provide classified employees a voice for their questions, ideas, and concerns on matters such as, but not limited to, the following:

- **Assistance in contributing better service to the school district and community**
- **Examining ways to improve job satisfaction**
- **Valuing classified employees and recognizing their professional status within the district**
- **Recognition of classified employees' contributions to the District's mission**
- **Functioning as an information resource for all classified employee groups**
- **Serving as a liaison between classified employees and the Board of Education**

Chris Esser called the meeting to order.

Discussion:

As a committee we spent most of our time discussing evaluations. We are looking at the current form and the current process to see how we can improve what is currently being done to make evaluations more meaningful to both supervisors and employees.

Our special education department is working on a model where students are not with one specific para all day long and all staff members are able to work with more students. Once we know what the special education departments philosophy and true vision of paraprofessionals responsibilities HR will be able to make differentiated job descriptions and finance will be able to help us make sure that the pay rates fit the duties. This is not something that will be a quick fix because it will be an organizational change.

HR and finance are still talking about what they would like to do for milestone incentives.

Chris and communications have been working to make our handbook more professional looking and update the wording on our policies. We are really focusing on what an employee will get paid when they move positions, the number of personal days employees get and what is included with adoption and paternity leaves.

When an employee is considering a transition year the supervisor must determine that they can run successfully with a part time employee. If the answer is yes then the employee can take the transition year if not then the employee may not. When employees retire they are retiring from PERA not from Littleton Public Schools. If you choose to work with ESS you no longer have to wait 6 months from the time you retire and the time you start substitute teaching and you can still collect from PERA while you work.



Classified Employees Advisory Council

CEAC Minutes

Next meeting: May 5, 2023

CEAC Members

If you have questions, concerns or comments please contact any member:

School Age Child Care

Dee Tollinchi 4488

Office Professionals

Jennifer Davis (Finance) 3317

Alicia Peterson (Arapahoe) 6095

Lisa Thursby (Transportation) 4783

Leah Raymond (Security) 3420

Special Education

Karla Elliott (Littleton)

Nutrition Services

Tracy Dean 3359

Property Management

Jason Beutler

Custodians

Kenny Collins 3542

Paraprofessionals

Karla Elliott (Littleton) 7700

Denise Lee (Goddard) 7850

Misty Fritz (Village North) 5201

Transportation

Keith Blanchfield 4775

Zita Brogan

Administrative Liaison

Chris Esser (ESC) 3385