Chula Vista Classified Employees Organization
P.O. Box 7036
Chula Vista, CA 91912
619-207-7662
WWW.CVCEO.ORG

CVCEO GENERAL MEETING

Thursday, March 20, 2025
Location: Virtual (Teams) - 6:00 PM

AGENDA

Call to Order 6:02

1. Greeting
2. Presented Agenda
3. Approval Of January 30, 2025, Meeting Minutes – Motion, Maria Amaral 2nd Jen Espinoza
4. Approval of February 20, 2025, Meeting Minutes – Motion, Diana Lopez 2nd Rebecca Moreno
5. Treasurer's Report Income - $13,850.00 Expenses - $15,006.31 Deficit <$1,156.31>
6. President's Report ..... Information
7. Old Business – No old business.

8. New Business
   a. Grievance – No update on the grievance, mtg has been postponed.
   b. Reallocation - No update on reallocation, still on Mark Pong's desk
   c. Layoffs – No layoffs, we had 4 however, all those individuals were promoted to Family Resource Assistants.
   d. Website –V.P. of Communications Barbara Poukkula will be facilitating the implementation of the website with IT support people.
   e. Social Media - Will also be facilitated by Barbara Poukkula. Barbara will be collaborating with Claudia Perezchica (Site Rep and Behavior Special @ Greg Rogers). We want to have CVCEO information in one place to avoid confusion or miscommunication. If other talented people want to reach out to support, please contact Barbara by email @ barbara.poukkula@cvesd.org.

9. Announcements
   a. Classified Employee of the Year – Claudia Ayala from Marshall
   b. Employees work email – All employees that want to access or check their email outside their workplace should have received an email from Jacob Angelo with a Microsoft authenticator. This is an app that if you choose, you can download it to your phone and have access to your work email away from your district work site. It protects your passwords and any activity you do online through email, it is

Executive Board Members
Angela Reed • Ernesto Gutierrez • Barbara Poukkula • Rosie Alonzo • Leticia Real • Maria Martinez-Ponce • Dianna Lopez

CVCEO
Chula Vista Classified Employees Organization
P.O. Box 7036
Chula Vista, CA 91912
619-207-7662
WWW.CVCEO.ORG

fairly easy to use, but if you need help, you can contact the help desk for support. There was also a training video that was sent out to you.

10. Open communications
    a. Limited to 2 minutes per speaker.

Q – What are the guidelines to nominate a classified employee, who nominates the employee, and how does the district choose the classified employee of the year?

A – Anyone at the school site can nominate a classified employee and only classified employees can vote on the nominees. Once that employee is nominated for the site, the principal then submits the nominee's application with the employee's information to the district. Not every site participates, it's up to the discretion of the principal. The district compiles the list of the nominees for each participating school site and a panel of 4
(2 District Reps and 2 Union Reps) collaborate and read through all submitted applications and make a decision on who they choose from the nominees.

Q – Regarding secretary duties, as we all know the district offices are short staffed in every department and it seems like we are getting a lot of stuff added to our jobs, we are doing payroll, we are doing budget, we are doing warehouse, we are doing purchasing. Are we going to reclassify our positions? Reclassifying secretary to the executive directors? Executive directors are paid a lot more than school secretaries and we have a much larger staff that we oversee, therefore a lot more work.

A – Reclassification means that you want to go from one job title into a different job title description. For example, if I'm an instructional assistant but I'm asked to change diapers, I would want to reclassify myself as a student attendant. When I'm asked to do what is outside of my current job description and there is no complete job description to reflect what is being asked of me, that is an update in job description, and when we update the job description, we like to ask for increase in salary to reflect the increase the job duties we are taking on, that is the difference. Dr Reyes has assured me at multiple sessions that the change to People soft and the reduction in warehouse was a lot of change and we should have come up with a better process. I'm working on trying to push back and put some of the PO's back on the buyer's plate.

Q - Attendance secretaries also are being asked to do more than what they're supposed, my attendance secretary was asked to change a student by a teacher, when she told the teacher to ask a student attendant teacher was very rude to her.

Executive Board Members
Angela Reed • Ernesto Gutierrez • Barbara Poukkula • Rosie Alonzo • Leticia Real • Maria Martinez-Ponce • Dianna Lopez

Chula Vista Classified Employees Organization
P.O. Box 7036
Chula Vista, CA 91912
619-207-7662
WWW.CVCEO.ORG

A – Heath Attendance Secretaries' duties job description defines what you do, and changing students is not on it, if teachers are rude, please write a statement to your principal to reflect the behavior of the staff member, if you feel your principal is not taking you seriously, cc me(Angela Reed) if needed.

Q – How long can an IA cover a classroom for an IEP mtg
A- 30 minutes and no more than 3 times a week

Adjourn: 7:40 pm

Next general meeting: April 24, 2025 - Virtual Teams - 6:00 PM

Executive Board Members
Angela Reed ◆ Ernesto Gutierrez ◆ Barbara Poukkula ◆ Rosie Alonzo ◆ Leticia Real ◆ Maria Martinez-Ponce ◆ Dianna Lopez

Chula Vista Classified Employees Organization
P.O. Box 7036
Chula Vista, CA 91912
619-207-7662
WWW.CVCEO.ORG

A- Have Grievance over issue, no updates, but currently fighting

Site Sub Aides
A- Cannot have substitutes without an absence violates ed code

Reclassification
A – when working under a job description, but doing work in another job description you can reclass your job to the other position

Update website
A- Need to hire a web master

6. Announcements - with full board, hope to calendar dates, a Thursday after the school board meeting

Adjourn 6:57

Next general meeting: (TBD)