

**Classified Superintendent's
Roundtable Minutes
September 8, 2016**

Secretary Jocelyn Sandoval called the meeting to order at 1:33 p.m. with the following representatives present:

Evelyn Gonzales, District Office Clerical
Ruby Sepulveda, Instructional Assistants, Preschool
Justin Finch, Technology
Jackie Olea, Clerical Staff-Schools
Carmen Medina Pidgeon, Clerical Staff-Preschool
Cathy Hudson, Library Media Specialist
Carlos Guzman, Day Custodians
Salvador Gallo, Night Custodians/CSEA
Glenn Whitaker, M&O

Representatives absent:

District Office Representatives present:

Leighangela Brady
Jocelyn Sandoval
PJ Whitney

1. Approval of draft minutes from May 19, 2016. Jocelyn Sandoval
Salvador Gallo moved Justin Finch and seconded to approve the minutes of the May 19, 2016 meeting. All were in favor, none opposed.
2. Introductions (Representatives and Superintendent). Jocelyn Sandoval
Representatives introduced themselves to Dr. Leighangela Brady. Dr. Brady introduced herself and thanked the group for serving as the classified representative for their department. She reiterated the importance of roundtable, which is to bring issues and concerns forward so that as a team we help look into them and be each other's support. Being active in Twitter she would like to invite anyone who has a Twitter account to follow her @NSDLeighangela. Using the #NSDnow we can compile all of what is currently happening in NSD.
3. Election of Officers (Chairperson, Vice-Chairperson and Secretary). Jocelyn Sandoval
Justin Finch was nominated as Chairperson, Carlos Guzman as Vice-Chairperson and Jocelyn Sandoval as Secretary. All were in favor, none opposed.
4. Open Forum: Positives. Leighangela Brady
The representatives were asked to talk about positive things in the District.
 - **Justin Finch-Classified staff in several departments worked together over summer on tasks such as the installation of devices and towers. It was great to see the dedication of all departments who contributed and worked together to**

complete the tasks. Unity of classified staff it's certainly visible.

- **Cathy Hudson-Library Media Specialists are excited for the new technology. The installation of Destiny Quest has been a great tool for students.**
- **Justin Finch-The Google Apps for Education initiative has been a great implementation. It is a great to attend the Google Summit annually.**
- **Salvador Gallo-It has been great to work with the Technology department on installing the devices and even more to see the excitement of students in having their own device.**

5. Open Forum: Issues. Leighangela Brady

The representatives were asked to talk about issues in the District.

- **Salvador Gallo-Night custodians have been asked to do different tasks that take them away from their scheduled responsibilities. Therefore, can discretionary time be added to their schedule?**
- **Carlos Guzman-Storage bins remain on Lincoln Acre's grounds; there have been 3 break-ins. Can these bins be removed?**
PJ Whitney stated that there is a plan to remove these; she will touch base with Chris Carson to check where he is in the process.
- **Jackie Olea-School nurses are not as available at the site as they are needed.**
Dr. Brady shared that there has been conversation with Rady's to review the contract and how the health technicians work. Dr. Brady will look into the issue and bring forth more information.
- **Leighangela Brady-The group was asked for input regarding a recycling initiative. Representatives shared what is or is not being done at their site for recycling.**
- **Jackie Olea-Clerical substitutes are not trained in District systems. Is there a possibility to have permanent clerk floaters trained in District programs?**
- **Not all staff have access to technology at their site. Can we look into having a device at each site for custodians to use?**

The meeting was adjourned at 2:27 p.m.

Jocelyn Sandoval, Recorder

The next meeting of the Classified Superintendent's Roundtable will be on Thursday, November 3, 2016 in the District Board Room at 1:30 p.m.