Sick Leave Donation Clarification
[Note: Rhonda Crouch, Benefits, attended the meeting.] HR brought forward a concern that an employee receiving short term disability was approved for sick leave donations. The district interpretation of the contract is that employees receiving this benefit does not qualify for donations. The request will be denied by benefits.

HCU will review the bargaining notes to determine intent of this language.

Sick Leave donations for Pregnancy Related Illnesses
HCU brought forward a concern that clarity is needed for donations to employees suffering for medical conditions related to a pregnancy. HCU understands the district’s position that pregnancy and maternity leave is not a qualifying medical condition for sick leave donation. The leave is still protected by OFLA/FMLA.

HCU asked if a employee is suffering from a pregnancy related medical condition that would prevent them from passing a fitness for duty, could they receive donations?

HR will investigate and report back with their position.

Leave of Absence for Educational Classes
HCU continued the discussion from previous month. When the employee initially requested the leave, they only provided dates for the dates they knew they were going to miss. There were two additional semesters that were unscheduled at the time. The additional requests were made once the dates for the additional classes were scheduled.

HR heard the explanation, but will not change position. Employees must request all days needed to complete a program in advance since the total number will influence the decision to approve or deny. The employee in question will not be allowed to miss any additional days to
attend classes. The employee may take a leave of absence to attend classes or apply for another position that doesn’t conflict with the classes.

**Nutrition Services Reductions**

HR brought forward a situation where the number of meals served is below the level needed to maintain the current staffing level. Management initially planned to start the layoff process in December, but found an alternative way to avoid a layoff. Currently, 27 daily hours will need to be reduced.

The first phase of the plan is to reduce hours by 30 minutes for multiple staff at buildings with lower than expected production on January 7th. As positions become vacant through attrition at other sites, the reduced staff will be transferred to the new site and their hours will be restored if possible.

The second phase is to not fill vacancies created through attrition for the rest of the school year.

The third phase, at the end of the school year, would be to end the employment of temporary employees and probationary employees (before the end of probation) to reach the targeted reductions. These employees should qualify for unemployment benefits.

HCU is willing to waive the transfer notification for reduced staff that are moved to another site as long as they are notified that they will be moved as soon as a position opens up elsewhere.

**Adjourn - 4:41PM**

*Recorded by Devin Hunter*