

Collaborative & Problem Solving Sessions (CAPSS) Summary Document

2019 – 2020 School Year

Agreed Upon Issues in Order of Importance	Results
1. Employee Protection (student violence)	The team brainstormed options to be implemented next school year: SEL education for all staff; develop and improve the reporting process; and, develop and implement the data collection process.
2. Revisit the Elementary Event MOU	The COVID-19 soft closure made gathering data on the effectiveness of the MOU difficult. This topic may or may not be addressed during IBB.
3. Classified Staff Pay Scale (longevity)	Deferred to Classified Advisory Group.
4. Middle School Trail Creek Outing	Middle School Principals collaborated with Lutherhaven to: <ul style="list-style-type: none"> • Reduce the experience from 2 to 1 overnight stays • Reduce the maximum number of students attending at one time to 75 students • Increase supervision to 1 chaperone per 9 students per gender • Send three teachers per group (1:25 student to teacher ratio) • Change the cost to \$55 per student, \$20 per chaperone, and no cost for teachers/staff • Increase teacher stipend to \$150
5. Elementary & Middle School Bus/Parent Pickup Duty	Moved to 2020 – 2021 school year.
6. Dual Credit Teaching Stipends	Moved to 2020 – 2021 school year.
7. Annual Principal (Administration) Survey	Joint CEA/Admin committee established in May 2020. They will begin work this month for next year's survey.
8. Maximum Credits per Year for Salary Schedule Movement	Eliminate the limit of 16 credits per school year for salary movement.
9. Department Chair Language	Moved to 2020 – 2021 school year.
10. Teacher Web Pages	Reminder sent out through CEA and administration to schools and staff to update pages.

Ongoing Work	Results
Special Education Caseload Committee	The committee's purpose is to analyze special education positions based on "work load" and make recommended changes, if needed, to the CAPSS team. "Work load" takes into consideration the needs of particular groups of students and how those needs impact time and effort on behalf of staff. The committee reviewed the work load of SLPs and School Pyschs, recommending increasing SLPs by 1.0 FTE and School Pyschs by 2.0 FTE. When the committee is able to resume, they will analyze special education teachers and nurses as well as the impact of special education meetings on other staff groups.
Class Size Committee	Moved to 2020 – 2021 school year.
CEA President Release Time Committee	A committee was formed in February to research the CEA President release time. The committee was only able to meet once before the soft closure. The topic may or may not be addressed during IBB.

CAPSS Team Members

CEA: Scott Traverse (Team Lead), Karina Selby, Matt Werner, Kayla Wearne, Mike Emory, and Melissa McKenna

District: Trina Caudle (Team Lead), Jeff Voeller, Mike Nelson, Kate Orozco, Kelly Ostrom, and Katie Ebner

Special Guests: Kim Ziegler and Scott Maben