

Policy Committee Minutes

June 22, 2015

The meeting was called to order by Jan Mees at 3:35 pm. Jonathan Sessions arrived at 3:45 pm. Committee members present for the meeting were Jonathan Sessions, Jan, Mees, Jim Whitt, Peter Stiepleman, Melinda Adams and Ben Trachtenburg. Also present was Ms. Susan McClintic as CMNEA's ex-officio member and Ms. Kathy Steinhoff, incoming CMNEA president.

Ben Trachtenberg moved to approve the minutes. Jim Whitt seconded the motion. All approved.

New Business - Policy EBBC – Nursing Mothers

Melinda Adams opened the conversation with an overview of the Fair Labor Standards Act as it applies to nursing mothers. She reviewed the two key elements of the law which indicates that employers must:

1. Provide a place, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public. This is an accommodation that is required for all nursing mothers.
2. Provide reasonable breaks for employees to express milk for 1 year. This is an accommodation that is required for all non-exempt (hourly paid) employees who are nursing mothers.

Ms. Adams explained that in order to ensure continual education and support of our employees, it was important to have a policy adopted. MSBA did not have a policy available, but created a draft for us to review. The draft policy provided by MSBA extends beyond the legal requirements, such as the timeframe beyond 1 year, reasonable breaks for all nursing mothers, and addresses student needs as well.

Susan McClintic asked how this might be implemented if two or more nursing mothers need the room at the same time. Discussion continued with regards to whether to add the statement to the staff section which is currently in the student section: "...when scheduling does not permit the use of a private location at the time the student has a need to express, students who need to express may opt to share space rather than wait for a private space." Mr. Trachtenberg suggested that this language may not be in the staff section because the FLSA law specifically says that space would be provided that is "free from intrusion from coworkers ...".

Discussion occurred regarding whether the district would provide a substitute or not, particularly if it is going to be a long-term situation.

Kathy Steinhoff suggested to ensure all potential nursing mothers know about this that we include the policy as part of maternity leave requests.

Jan Mees moved to approve the policy (without changes). Jonathan seconded. All approved.

- Action item: September board meeting policy review.

Jonathan Sessions handed out a "year in review" handout which demonstrates the number of policies that have been reviewed/approved this year.

Mr. Sessions recognized Ms. Mees as the new chair for next year. Ms. Mees distributed a hand out "policy review process" to show the process for next year and the dates, times and locations.

Discussion occurred regarding whether a 2nd committee member was desired or needed. The policy was revised this year to indicate “up to 2 members” instead of “20%”. If another community member was appointed, we would want to ensure it is someone with the right knowledge base. Ms. Mees said that this would be up to the board to decide.

Melinda Adams moved to adjourn the meeting. All approved. Mr. Sessions adjourned the meeting at 4:15 p.m.