

## ACEA Unit 4 Roundtable Summary- 10/5/17

### Agenda-

1. Welcome and Introductions
  - 9 Unit 4 members attended. Each bargaining unit job description was represented. Evan West, ACEA UniServ Director and ACEA President John Reuschlein attended as did John Logsdon from ACPS.
2. Norms
  - The group agreed that, outside a summary report of the meeting, no record would be kept and that all questions, concerns and issues raised would be kept anonymous.
  - The group also agreed that all opinions and people should be treated with respect.
  - It was also agreed that attendees should consider themselves as equals regardless of job titles.
  - Evan West served as facilitator
3. Discussion
  - See below.

### Issues and Concerns-

1. ACPS Climate Survey
  - The overwhelming consensus of the group was that the survey distributed on Tuesday, October 3, lacked true anonymity as a result of the requirement for work location and that certain issues of reprisal could be tied directly to an individual. There also was no real confidence that the responses could be considered confidential as they were submitted on ACPS networks and devices.
  - There was consensus among the group that the questions were geared to elicit a predetermined response that would either make the climate of the system appear more favorable than it actually is or that the responsibility for the climate rests with the employee as an individual.
  - The group found the survey to be confusing in format and too long to complete within the time allotted to complete it.
  - The group felt as though Unit 4 input as to the design and implementation of the survey was not considered.
2. ACPS Classified Employee Committee
  - Few members of the group were aware of its existence, who its participants are or how they were chosen. They generally felt that it isn't as accurate a representation of classified employees as it could be or that they have access to its members to provide input.
3. Communication of Operating Procedures and Policies
  - Several members of the group expressed frustration with how critical operating procedures are communicated to Unit 4 staff. They expressed that information vital to them performing their jobs correctly was communicated to supervisory staff, but not to them and that such

communication could have been easily handled. This was apparent and true for every Unit 4 job in some way.

4. Job Descriptions and Workload

-Every Unit 4 member expressed extreme frustration with not really understanding what their primary job function are or should be due to the fact that responsibilities and duties have been added ad infinitum for several years. Many were hired to perform one job and then were given additional responsibilities that had no clear description or expectation. All are asked to perform tasks by multiple supervisors that frequently compete with each other for time. All expressed that breaks are not possible and that lunch is frequently not in any way duty free. Many are asked to perform tasks that are not in any way related to their primary job functions. None have seen a concrete description of their primary duties in many years. Many are actively seeking other employment due to their levels of stress related to workload and anxiety over whether they can meet the primary requirements of their jobs.

The group agreed that Evan West and John Logsdon would be available to any supervisory staff that wish to discuss this summary in further detail.

