SEC 2015-16
Classified Staff Development

Investigate how make employees aware of this benefit.

1. Listed in the SEC newsletter twice a year
2. Listed in the Classified Silver & Blue Salute Reception program and mentioned by the host when announcements are made for the raffle ticket funds
   a. This year’s reception raised $670.00 from raffle ticket sales for the fund. Last year’s reception raised $688.00 from raffle ticket sales.
3. Listed on the SEC website under Educational Assistance
4. Quarterly advertising in Newsletter and other places.

Compile the number of staff using this and the Dollar amount unused. (Work with the treasurer to obtain this information as she will have this information available).

1. This year (Sept 2015-Aug 2016), there were 14 staff that utilized reimbursement for books/tuition. This number is equal to that of 2014-2015 which was also 14.
2. Total reimbursed Sept 2015-Aug 2016 was $1552.51. This amount is up from that of 2014-2015 totaling $1243.07.

Discuss whether changing the frequency of eligibility should go to 2 times per year rather than the current 1 time per year. OR possibly increase the amount reimbursed for that 1 time per year. OR have a total reimbursement for the year not to exceed a flat amount.

(The amount, nor the frequency, have changed since its’ inception in 1991 although cost of books has increased exponentially. It might be beneficial to do one or the other for now but not all at once to test it to see if it will be self-sustaining.)

1. The CSDF has grown through donations of one-time checks, monthly payroll deductions ($5/month minimum) and through raffle ticket sales during the yearly Classified Staff Reception.
2. There has been no increase in the award amount available per year since the inception of the fund in 1990. Increasing the amount to a maximum of $200.00 (for the year) has been discussed and will be voted on. If approved, the amount could decrease again if funds are no longer as readily available.
3. Although the amounts awarded for the past two years exceed what is generated from raffle ticket sales, donations throughout the year through payroll deduction are holding the account fairly steady.

Look at the current application form to see if there are changes that could improve the form to be more user friendly in what is needed for eligibility and reimbursement purposes (the current
form is somewhat difficult has not been filled in correctly). Work with the treasurer on needs for requirements.

Annual Report Due May 2016