

UNISERV DIRECTOR ACTIVITY SUMMARY

March 16 – April 19, 2009

DATE		MEETING/TELEPHONE CALLS
03/16/09	7:30 a.m.	Harris
		Meeting with AI, teacher – Re: Meeting prep
		Meeting with FWCS Manager Employee Relations Brenda Brown, principal, teacher – Re: Resolution
		Association business
		Office
		Business lunch
		Office
		Correspondence
		Call to principal – Re: Meeting with teacher, parent
		Call to teacher – Re: Investigation
		Call from teacher – Re: Investigation
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Follow up
		Prep
		Correspondence
		Call from principal – Re: Parent complaint
	4:15 p.m.	FWEA RA
		Follow up
		Call from FWCS Employee Relations Manager Brenda Brown – Re: Follow up
		Call to teacher – Re: Follow up
		Call to WOWO Andy – Re: Bargaining interview
		Correspondence
	7:15 p.m.	
03/17/09		Office
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Follow up
		Meeting with office
		Re: Follow ups
		Correspondence
		Call from FWCS Manager Employee Relations Brenda Brown – Re: Verbal discussion
		Call to teacher – Re: Meeting with ER
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Meeting with teacher
		Meeting with teacher – Re: Resignation
		Meeting with Allen County Retired Teacher Association – Re: Monthly meeting
		Grile
		Re: Resignation

DATE		MEETING/TELEPHONE CALLS
		Office
		Correspondence
		Call from FWCS Chief Academic Officer Carol Lindquist – Re: Surplus, layoffs
		Call to FWCS Human Resources Deb Dolsen – Re: Follow up
	3:30 p.m.	Grile
		Meeting with teacher – Re: Meeting prep
		Meeting with FWCS Manager Employee Relations Brenda Brown, principal – Re: Investigation
		Meeting with principal, teacher – Re: Investigation
		Meeting with FWCS Manager Employee Relations Brenda Brown – Re: Follow up
	5:45 p.m.	
03/18/09	8:00 a.m.	Office
		Prep
	8:30 a.m.	Grile
		Meeting with FWCS Superintendent Dr Robinson – Re: Budget
		JCC
	10:00 a.m.	Meeting with FWCS Union President, Dr. Robinson, Dr. Lindquist – Re: FWCS budget
		Office
		Correspondence
		Lunch
	1:00 p.m.	Elmhurst
		Meeting with FWCS AA Faye Robbins, principal, AI – Re: Teacher concern
	2:15 p.m.	Towles
		Meeting with AI, teacher – Re: Follow up
		Office
		Call to Journal Gazette Karen Francisco – Re: State superintendent follow up
		Call to News Sentinel Ashley – Re: State superintendent follow up
		Call to News 15 Drew Blair – Re: State superintendent follow up
		Call to FWCS AA Faye Robbins – Re: Schedule
		Correspondence
	4:00 p.m.	Anthis
		Meeting with FWCS Superintendent Dr Robinson, Intervention teachers – Re: Program change, surplus
		Follow up
	6:15 p.m.	
03/19/09	7:30 a.m.	Office
		Correspondence
	8:00 a.m.	Nebraska
		Re: Building visit
		Working breakfast

DATE		MEETING/TELEPHONE CALLS
		Office
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
		Call to FWCS Title 1 Manager Carol Kettler – Re: Surplus
		Correspondence
	10:30 a.m.	Grile
		Re: News conference
		Media interviews
	12:30 p.m.	Business lunch with FWCS Manager Employee Relations Brenda Brown, AI
		Re: Follow ups, investigation
	1:15 p.m.	Office
		Call to FWCS Title 1 Manager Carol Kettler – Re: Surplus
		Correspondence
		Meeting prep
		Call to principal – Re: Title 1
		Call to FWCS Director Technology Jack Byrd – Re: Carpal tunnel
		Call to FW Nurses President Darlene Yarnelle – Re: Follow up
		Call from teacher – Re: Visa
		Call to teacher – Re: Manifest determination
		Call to principal – Re Surplus
		Call to teacher – Re: Follow up
		Call to FWCS Compensation & Benefits Mary Coburn – Re: LOA, disability
		Call to FWCS Human Resources Deb Dolsen – Re: Return to work
		Call from teacher – Re: Hire date
		Call from AI – Re: Update
		Call from teacher – Re: Surplus
	4:00 p.m.	FWEA Bargaining team meeting
		Follow up
		Correspondence
		Call to FWCS Human Resources Deb Dolsen – Re: Read 180, surplus
		Preps
	9:00 p.m.	
03/20/09	7:00 a.m.	Office
		Correspondence
		Preps
	8:00 a.m.	Maplewood
		Re: Building visit
		Professional Federal Credit Union
		Re: Association business
		Fifth/Third Bank
		Re: Association business
	9:45 a.m.	Office
		Correspondence
		Call from teacher – Re: Surplus, RIF

DATE		MEETING/TELEPHONE CALLS
		Call to FWCS Human Resources Records Lynn – Re: Hire date
		Call to FWCS Director Special Education Theresa Oberley – Re: Clarity
		Follow ups
	12:00 p.m.	
03/23/09	7:00 a.m.	Office
		Correspondence
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Meeting
		Call from FWCS Manager Employee Relations Brenda Brown – Re: Investigation
	8:30 a.m.	Grile
		Meeting with teacher – Re: Investigation
		Meeting with FWCS Manager Employee Relations Brenda Brown, principal, assistant principal, teacher – Re: Investigation
		Office
		Call to teacher – Re: Meeting with Employee Relations, special ed
		Call to teacher – Re: Follow up
		Call to teacher – Re: Surplus, RIF
		Call to teacher – Re: Sick bank
		Call to teacher – Re: Follow up
		Call to teacher – Re: Investigation, file
		Call to teacher – Re: Follow up
		Call from teacher – Re: Job fair
		Call from WQSW 100.5 Jean Cush – Re: ISTEP interview
		Call from FWCS Manager Employee Relations Brenda Brown – Re: Follow up
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus, RIF
	11:30 a.m.	Business lunch with FWCS Manager Employee Relations Brenda Brown – Re: Follow up
	12:40 p.m.	Harris
		Meeting with FWCS Director Special Education Theresa Oberley, Special Ed Linda Andringa, FWCS Manager Employee Relations Brenda Brown, principal, teacher – Re: IEP's
	2:30 p.m.	Office
		Correspondence
		Call to teacher – Re: License
		Call from FWCS Manager Employee Relations Brenda Brown – Re: Questions
		Call from teacher – Re: Principal
		Call to teacher – Re: Follow up
		Call to FWCS Human Resources – Re: Retirement meeting
		Call to teacher – Re: Student
	6:00 p.m.	Grile
		Re: FWCS board meeting
	8:00 p.m.	

DATE		MEETING/TELEPHONE CALLS
03/24/09	7:30 a.m.	Office
		Call to teacher – Re: Dept head
	8:00 a.m.	Washington
		Meeting with teacher – Re: Discipline
		Follow up
	9:15 a.m.	Office
		Call from teacher – Re: TOR
		Call to FWCS Director Special Education Theresa Oberley – Re: TOR follow up
		Correspondence
		Call to FWCS Director School Improvement John Kline – Re: Assessment committee
		Call from Ch 15 Chris Hopper – Re: Follow up
		Call to Ch 15 Chris Hopper – Re: Follow up
		Business lunch with AI – Re: Follow ups, JCC
		Office
		Preps
	3:00 p.m.	Pam Dennie
	4:00 p.m.	Grile
		Re: Dave Swanson ISTA Retirement meeting
	6:00 p.m.	Follow up
03/25/09	7:00 a.m.	Indianapolis
	10:00 a.m.	UD meeting
		Re: Instructional days, time
		Legislative briefing
		Statehouse
	3:00 p.m.	Office
		Correspondence
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Investigation
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Follow up
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
	4:00 p.m.	FWEA bargaining team meeting
		Re: Proposal
		Follow up
		Correspondence
		Call to teacher – Re: Surplus, RIF
		Call to Ch 15 Chris Hopper – Re: Surplus
		Call to FWCS Human Resources Deb Dolsen – Re: Special ed license hire
		Follow up
	9:00 p.m.	
03/26/09	6:00 a.m.	Office
		Meeting prep

DATE		MEETING/TELEPHONE CALLS
		Correspondence
	8:00 a.m.	Scott Academy
		Re: Building visit
	9:00 a.m.	Grile
		Meeting with FWCS Human Resources Deb Dolsen, Kathy Carr – Re: Surplus dates
		Meeting with FWCS Human Resources Kathy Carr - Re: Probationary teacher
		Meeting with FWCS Manager Employee Relations Brenda Brown, AI – Re: Investigations
		Office
		Correspondence
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
		Call from FWCS Manager Employee Relations Brenda Brown – Re: Settlement proposal
		Call to teacher – Re: Surplus
		Call to teacher – Re: Follow up
		Meeting with AI, teacher – Re: Investigation, meeting prep
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Investigation, settlement proposal
	2:15 p.m.	Grile
		Meeting with AI, teacher – Re: Meeting prep
		Meeting with AI, principal, FWCS Manager Employee Relations Brenda Brown – Re: Investigation
		Follow up
	3:30 p.m.	Shambaugh
		Re: Building visit
		Follow ups
	4:30 p.m.	
03/27/09		Office
		Correspondence
		Preps
	9:00 a.m.	Grile
		Meeting with FWCS Manager Employee Relations Brenda Brown – Re: Settlement
		Meeting with All, teacher – Re: Settlement
		Follow ups
		Meeting with FWCS Chief Academic Officer Carol Lindquist – Re: Allocation, new tech
	11:00 a.m.	Office
		Call to teacher – Re: RTR, surplus
		Correspondence
		Interview with CH 15 Chris Hopper
		Call to teacher – Re: Follow up

DATE		MEETING/TELEPHONE CALLS
		Lunch
		Office
		Call to FWCS Manager Employee Relations Brenda Brown – Re: Suspension
		Call from teacher – Re: RTR
		Correspondence
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
		Correspondence
		Follow up
04/06/09		Office
		Call to teacher – Re: ULP
		Call to FWCS AA Ghatt Nichols – Re: ULP
		Call to FWCS Manager Employee Relations Brenda Brown Denise Lehman – Re: Follow up
		Correspondence
		Call to teacher – Re: Summer school
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
		Office lunch
		Grile
		Meeting with FWCS Human Resources Deb Dolsen – Re: Surplus
		Meeting with FWCS Manager Employee Relations Brenda Brown – Re: Follow up
		Meeting with FWCS Human Resources Kathy Carr – Re: Summer school postings
		Office
		Call to ISTA Dan Clark – Re: Follow up, ESP applicants
		Correspondence
		Call to FWCS Human Resources – Re: License
		Call from ISTA Dan Clark – Re: ESP district council representation
	4:00 p.m.	Office meeting
		Re: Calendar
		Call to FWCS Chief Academic Officer Carol Lindquist Angie Filler – Re: Discussion
		Preps
04/07/09		Cosmos
		Re: Association business
	9:15 a.m.	South Wayne
		Re: Membership
	9:45 a.m.	Grile
		Meeting with FWCS Manager Employee Relations Brenda Brown – Re: Settlement, reprimand
		Meeting with FWCS Curriculum Laura Daley – Re: Math adoption
	11:15 a.m.	Office
		Call from AI – Re: Follow up

DATE		MEETING/TELEPHONE CALLS
		Correspondence
		Call to teacher – Re: Reprimand
		Business lunch with AL, FWCS Manager Employee Relations Brenda Brown
		Office
		Correspondence
		Call from teacher – Re: Follow up
		Meeting prep
	4:00 p.m.	Grile
		Re: Program discussion
		Follow ups
	6:00 p.m.	
04/08/09	8:30 a.m.	Office
		Correspondence
		Meeting with AI – Re: Meeting prep
		Call to FWCS Human Resources Records Jill – Re: Hire date
		Call from teacher – Re: Surplus, RIF
	10:30 a.m.	Grile
		Meeting with AI, FWCS Superintendent Dr. Robinson – Re: Monthly meeting
		Follow up
	12:30 p.m.	Business lunch with AI, FWCS Manager Employee Relations Brenda Brown
		Office
		Correspondence
		Call to teacher – Re: Follow up
		Call to FWCS Curriculum Natalie Nelson – Re: K-2
		Call to FWCS Special Education Sandy Sunderland-Willis – Re: K-2
		Call from FWCS AA Ghett Nichols – Re: Follow up
		Call to FWCS Director Special Education Theresa Oberley, Sandy Sunderland-Willis – Re: K-2
		Prep
		Call to teacher – Re: Follow up
		Call to April – Re: Follow up
	5:45 p.m.	
04/09/09	7:45 a.m.	Office
	8:00 a.m.	Study
		Re: Building visit
		Office
		Correspondence
		Call to FWCS Human Resources Kathy Carr Denise Lehman – Re: Summer postings
	11:30 a.m.	Bloomingtondale
		Meeting with teacher – Re: Follow up

DATE		MEETING/TELEPHONE CALLS
	1:00 p.m.	Grile
		Meeting with FWCS Superintendent Dr. Robinson, AI – Re: Job description
		Office
		Correspondence
	2:35 p.m.	Ward
		Re: Building visit
		Follow up
	4:00 p.m.	
04/13/09	8:30 a.m.	Office
		Correspondence
		Call to FWCS Human Resources Deb Dolsen – Re: RIF, surplus
		Call to teacher – Re: Surplus
		Call from FWCS Manager Employee Relations Brenda Brown – Re: Building issue
		Call from teacher – Re: Summer school
		Haley
		Meeting with FWCS Manager Employee Relations Brenda Brown, principal, teacher – Re: Investigation
		Follow up
		Holiday Inn
		Meeting with FWCS Board Member Beck Hill, AI – Re: Dialogue
		Office
		Correspondence
		Call to FWCS Chief Financial Officer Kathy Friend Jill Ramsey – Re: CPF
		Prep
		Call from FW Journal Gazette Krista Stockman – Re: NCLB
	4:15 p.m.	FWEA Executive Board meeting
		Follow up
		Meeting prep
	7:00 p.m.	
04/14/09	7:45 a.m.	Cosmos
		Re: Bargaining Team
	9:00 a.m.	Office
		Bargaining Team
		Re: Proposal, meeting prep
		Follow ups
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
		Call from Jean Cush – Re: Interview
		Call from ISTA Dick Darko – Re: Self reporting
		Correspondence
		Call to FWCS AA Ghatt Nichols – Re: Building concern
		Call from teacher – Re: Summer school
		Call from teacher – Re: Summer school

DATE		MEETING/TELEPHONE CALLS
		Follow ups
	4:30 p.m.	
04/15/09	7:00 a.m.	Meijer
		Re: Lobby
		Indianapolis
	3:15 p.m.	Office
		Correspondence
	3:30 p.m.	Meeting with FWCS Chief Academic Officer Carol Lindquist, AI – Re: Title I
	4:15 p.m.	Joint Discussion
		Follow up
		Correspondence
		Meeting with AI
		Re: Preps
		Preps
04/16/09	7:15 a.m.	AJCJ
		Re: Building visit
	9:00 a.m.	Haley
		Meeting with teacher – Re: Class size
		Office
		Correspondence
	10:30 a.m.	Grile
		Re: JCC
		Meeting with FWCS Director School Improvement John Kline, AI – Re: DOE, ISTEP committee
	12:15 p.m.	Office lunch
	1:00 p.m.	Office
		Correspondence
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
		Call to teacher – Re: Surplus, layoff
	3:15 p.m.	Harrison Hill
		Re: Building visit
		Follow up
	4:45 p.m.	
04/17/09	8:30 a.m.	Office
		Call to teacher – Re: Surplus
		Call to FWCS Human Resources Deb Dolsen – Re: Surplus
		Call to principal – Re: Surplus
		Correspondence
		Call from teacher – Re: Follow up
		Prep
	11:00 a.m.	WQSW 100.5
		Re: Radio interview
		Lunch

DATE		MEETING/TELEPHONE CALLS
	12:50 p.m.	Office
		Correspondence
		Call from teacher – Re: Incident with student
	1:30 p.m.	Grile
		Meeting with FWCS Chief Academic Officer Carol Lindquist – Re: Follow up
		Meeting with FWCS Human Resources Deb Dolsen – Re: Surplus
		Follow up
	3:00 p.m.	
04/19/09	1:00 p.m.	Office
		Meeting prep
		Calendar
		Correspondence
	4:00 p.m.	