

JOHNSON CREEK SCHOOL DISTRICT
Personnel Committee Meeting Minutes
Wednesday, March 8, 2017
District Board Room
5:30 p.m.

Chair Kellie Loeb called the meeting to Order.

Members present: Duane Draeger, Kellie Loeb, Rick Wensch, and Superintendent Michael Garvey

Also present: Principal Neil O'Connell

Dr. Garvey verified that the meeting was posted pursuant to § 19.84(1) Wis. Statutes.

Motion by Wensch/Draeger to approve the agenda as posted. Motion carried.

The Committee reviewed and discussed a base pay increase of 2% on the teacher salary schedule for 2017-18.

The Committee reviewed the contract renewals recommended by the administrative team.

Dr. Garvey presented a proposed position description for an Instructional Specialist. If approved, this would replace the Interventionist position at the MS/HS.

Dr. Garvey and Mr. O'Connell informed the Committee that at this point no new positions need to be created. However, the administrative team is watching the Early Childhood numbers as well as the number and educational needs of the Middle School Special Education Students.

Mr. O'Connell received support from the Committee members to flex Mrs. Hebbe's hours. When she calls substitutes from home, Mr. O'Connell will work with Mrs. Hebbe to then flex her Friday hours to adjust for the nonscheduled work hours.

The Committee discussed changes to the employee handbook.

- Personal days (prorated or not)
- Awarding of sick days
- Extra duty pay while on leave
- Support staff uniforms and shoes

The Committee heard from Dr. Garvey that the health insurance increase will be 4.5% which is low compared to many area school districts and the dental insurance increase will be zero.

The Committee discussed self-funding the dental insurance.

Motion by Draeger/Wrench to recommend to the Board to:

- Approve the 2% base pay increase to the teacher salary schedule
- Renew/issue contracts as presented including the adoption of the Instructional Specialist position replacing the MS/HS Interventionist position
- Revise the employee handbook to include
 - Prorated personal business days.
 - Clarification of not awarding sick days while on leave.
 - Clarification of no extra duty pay while on leave if not performing the extra duty.
 - Restructuring of the extra duty payment schedule to reflect payment when duty is actually performed (ex. spring musical will be moved from year round payment schedule to spring activity schedule).
 - Add \$100 allowance toward mandatory steel toed shoes for maintenance staff as well as uniforms (polo type shirt) for maintenance staff and possibly cooks.
 - Add if food service footwear allowance is used, shoes shall remain at work and used only for work hours.
 - Maintain current employee health contribution percentage but add clause in contract to allow an increase in contribution if state funding is contingent on an increase in contribution amount.
 - Continue to investigate self-funding the District's dental plan.

Motion Carried.

Motion by Wrench/Draeger to adjourn. Motion Carried.

Respectively submitted,

Michael P. Garvey, Ph.D.
Superintendent