

Personnel Committee Minutes
December 12, 2022
Meeting commenced at 5:32 p.m.

1) The Residence in Teacher Education program referred to as the (RITE program) through CESA 6 was discussed. This program allows a candidate with a bachelor's degree to become a DPI licensed/certified special education teacher in one or two years. If the MPSD is interested in hiring an individual for a special education teaching position, and if the MPSD is willing to engage in the Tuition Assistance Agreement, and given the person enrolls in the RITE program, then the district will pay for the person's RITE program tuition with the following obligation on behalf of the individual. Should the teacher remain with the MPSD for five complete school years, the teacher would not be obligated to pay the MPSD for any of the tuition for which the MPSD paid for the teacher's enrollment in the RITE program. However, should the teacher leave the MPSD prior to the five years, the teacher would be obligated to pay the MPSD a certain percentage of the teacher's RITE program tuition. An example would be if the teacher left the MPSD after two school years, the teacher would be obligated to pay the MPSD for 60% of the RITE program tuition. The district absorbs 20% of the tuition on an annual basis given the teacher remains employed by MPSD. The Personnel Committee approved the Tuition Assistance Agreement to be forwarded to the Board on January 10, 2023 for their consideration.

2) An additional 1.0 FTE clerical position for the business office was requested. Ms. Erdmann provided a business office organizational chart as well as a job description for the position. In addition, Ms. Erdmann provided a history of the past year and a half whereby there have been previous conversations regarding this request. The Personnel Committee approved the request for a 1.0 FTE clerical position to be forwarded to the Board on January 10, 2023 for their consideration.

3) Jefferson elementary school requested an additional special education paraprofessional to meet their special education's students educational needs. This support is being requested due to eight new special education students enrolling over the summer from out of the district. In addition, one Jefferson student was referred for special education and has qualified to receive special education services. It must also be noted that Jefferson added an additional special education program to their building to start the 22-23 school year. This program provides special education services to students with severe emotional and behavioral challenges. Another item that needs to be noted is that Jefferson has 5.5 paraprofessional FTEs allocated to their special education programs. However, 4 of those 5.5 para positions are consumed by one on one para to student situations due to the special education needs of the students. The Personnel Committee approved the request for an additional 1.0 FTE special education para to be forwarded to the Board on January 10, 2023 for their consideration.

4) The draft 2023-2024 district calendar was presented with the following talking points:

- 1) Consistent with past calendars, there are 185.5 teacher contract days and 175 student contact days.

- 2) The transition day is August 31, 2023 for kindergarten, sixth grade, freshman, and new students to the district.
- 3) Each semester has 87.5 student contact days.
- 4) Nine staff development days with five prior to the start of the school year
- 5) One inclement weather day
- 6) First student day is the Tuesday after Labor Day per Wisconsin Statutes
- 7) Traditional spring break the last week of March
- 8) Historical LHS graduation date is on a Friday
- 9) Last student contact day is during the first week of June

The Personnel Committee approved the draft district calendar be forwarded to the Board at their January 10, 2023 meeting for their consideration.

The committee would like to see a 2024-2025 calendar draft in the spring of 2023.

The committee would like the assistant superintendent to present information on the 2023-2024 PD days as they relate to the strategic plan.

5) The LHS strength and speed program has been in existence for many years and the last seven years has been funded by Aurora. Aurora also funds two sport medicine/athletic trainer positions, which are highly beneficial to LHS athletes. Due to financial constraints, Aurora informed the district that they would not be able to fund the strength and speed program starting January 1, 2023. However, after a couple of conversations with Aurora, they were able to restructure one athletic trainer position relative to the FTE and stated they would be able to fund 50% of the strength and speed program. With this reality, the district would need to fund the other 50%, which would be about \$7,000 for the second semester of the current school year. Angela stated she could manage that from the current budget. The \$14,000 for the 23-24 school year will be budgeted. This was an information item with no necessary action needed.

6) Ms. Erdmann shared where the district is relative to the Skyward transition and the purpose of the Skyward transition stipends. The stipends are needed as many of the staff are expected to view and participate in Skyward training modules after regular work hours. In addition, there are certain staff that will be leaders and expected to assist and lead the Skyward transition with fellow colleagues. After the first year, the stipend is reduced and after the second year of the transition all stipends will be eliminated. This was an information item with no necessary action needed.

7) Angela and I met with the two leaders of the School-to-Work program in early November. The purpose of the meeting was that they were requesting additional hours for their clerical support. Currently, their clerical support is scheduled for 30 hours per week with an additional five hours that can be added, if necessary. Angela and I requested some historical data to examine relative to the need for more clerical hours. About a week later they emailed us the data we requested and the data included a five year history of the School-to-Work program. From the 2016-2017 school year until the current school year, the data demonstrated tremendous growth in the program and a definite need for a few more clerical hours per week.

The additional five hours per week will cost approximately \$6,000 per year and given we are about half way through this year the cost will be about \$3,500. Angela indicated that she could secure those dollars for this year and budget for next year. This was an information item with no necessary action required.

The committee would like to see some educational metrics on this program to make sure it is in line with district goals. Stacey Soeldner indicated that some students may be getting less of an experience depending on the site. Matt Phipps indicated that the business owner needs to invest lots of resources in this program and would like to explore how this can be contained.

8) Teachers received two personal days per school year. One personal day is without a sub deduct and the other is with a sub deduct. The district has experienced that many, if not most, teachers save their personal day with no sub deduct until late spring because it is a use them or lose them situation. As a result, they take their personal day with no sub deduct in April or May causing tremendous strain on the schools as we are not able to meet sub demands. Therefore, we are going to incentivise teachers to not use their personal day with no sub deduct. If a teacher waives his/her personal day no sub deduct, the district will compensate them \$175, which is the district's cost for a sub. Hopefully, by doing this we'll keep more teachers in the classroom providing quality education and less stress on the demand for a substitute teacher. This was an information item with no necessary action needed.

Meeting concluded at 6:39 p.m.