

PERSONNEL COMMITTEE MEETING MINUTES
DECEMBER 17, 2018
NOON

Meeting was called to order at Noon by Keith Shaw

Members Present: Lisa Johnston, Richard Nitsch, Keith Shaw

Additional Members: Joyce Greenwood-Aerts, Director of HR; Mark Holzman, Superintendent; Jason Bull, Director of Teaching and Learning; Pam Lensmire, Director of Curriculum and Instruction

Student Support Specialist Positions

Ms. Greenwood-Aerts and Mr. Jason Bull presented information and rationale requesting 2.0 FTE's for the position of Student Support Specialists for the remainder of the 2018-19 school year. Based on poverty levels, the district is requesting a 1.0 Student Support Specialist at Washington Junior High, and a 1.0 FTE to be shared between Jefferson and Franklin. Data, along with feedback from staff, indicates a need to proactively address issues of truancy, student behavior, character education, social-emotional challenges, and other factors that interfere with students' abilities to learn and achieve at high levels. The plan is to pilot these positions for the 2nd semester. Ms. Greenwood-Aerts communicated that Title 1 allocations/resources would be utilized to fund these limited term positions for the remainder of the 2018-19 school year. Mr. Bull shared that the student learning office will work closely with the applicable building leaders to evaluate the success of the model. In addition, the SLO team will work with the Director of Business Services to develop a plan that would provide the opportunity for the Student Support Specialist roles to continue beyond the 2018-19 school year. Ms. Greenwood-Aerts explained if approved, the positions would be posted with a targeted start date of February 4. It is likely that current faculty would apply and be selected. At the end of the 2018-19 school year, these individuals will have the opportunity to be assigned a teacher position for the 2019-20 school year, or reapply if the Student Support Specialist positions are continued beyond the current school year. The individuals selected for the position will follow the teacher salary schedule and the provisions of the Teacher Handbook. Mr. Shaw made a motion and 2nd by Mr. Nitsch to move forward to the full board the approval to pilot two Student Support Specialists for the 2nd semester.

Administrative Handbook Revision: Use of Additional Holidays

District administrators receive a total of 10 paid holidays, plus two additional days that can only be used during Christmas break or spring break. Ms. Greenwood-Aerts is requesting that the Administrator Handbook be revised to include the use of the two additional days to be used during Christmas break, spring break, or on weather related full-day school closings. Ms. Johnston made a motion and 2nd by Mr. Nitsch to move forward to the full board changing the administrator handbook to allow administrators to use their two additional days on weather related full-day school closings.

Snow Emergency Proposal

Ms. Greenwood-Aerts shared information with the committee requesting a change to the Weather Related School Closing addendum in the Non Teacher Handbook and the Administrator Handbook. For full day weather related school closings the following classifications of employees who choose to report to work will be allowed to report; however, no earlier than 9:30am: 12-month clerical staff, 12-month MSC printing/clerical staff, 12-month IT/Network staff, and administrators. The rationale for a 9:30am start for those staff choosing to report to work on school closing days is: 1) employee safety, and 2) allowing adequate time for snow removal by MPSD custodial/maintenance staff of building parking lots, sidewalks and entrances. The district respects the employee's individual right to make decisions regarding their personal safety. If employees in

these classifications choose not to report to work on full day weather related school closings, he/she has the option to use 8-hours of vacation, or 8-hours of personal time. Ms. Johnston made a motion, 2nd by Mr. Nitsch to move forward to the full board the approval of applicable staff reporting no earlier than 9:30am on weather related full school closure days.

The meeting was adjourned at 12:40pm on a motion made by Mr. Shaw and 2nd by Mr. Nitsch.