



## **PERSONNEL COMMITTEE MEETING MINUTES**

**December 8, 2021**

Committee Members Present: Kerry Trask, Meredith Sauer, Stacey Soeldner

Others Present: Board Members Lisa Johnston and Kathy Willis, Director of Human Resources Joyce Greenwood-Aerts

The meeting was called to order at 3:08pm by Kerry Trask. The meeting was recorded for the purpose of posting on the MPSD website.

Ms. Greenwood-Aerts shared a Human Resources update via a Google Slide Presentation that included the following topics and highlights: (Note: more detail can be found in the actual google slide presentation available in boardook)

### **1. Employer Sponsored Clinic**

- Benefit to any employee/spouse/dependent on the MPSD health insurance plan
- Employer sponsored clinic in place since 2015
- No cost to the employee
  - Acute conditions, lab work, physical therapy, vaccinations, management of chronic conditions
- Annual Cost to MPSD: \$125,000
- Transitioning the employer sponsored clinic from Aurora to HF/Froedtert effective January 3, 2022

### **2. Staffing Process Overview: Classroom and Specialist Teachers**

- Comprehensive timeline with processes / deadlines for elementary, middle school and high school staffing
- January - April of each year
- Staffing levels driven by 1) student enrollment, and 2) student course selection (Middle School and High School level)
- Additional positions were added in 2021-22 utilizing ESSER dollars
- By mid / end of March: begin posting teacher positions for the following school year
- April: preliminary staffing report to the Personnel Committee

### **3. Substitute Teachers**

- Labor shortage and COVID significant contributors to a smaller pool of substitute teachers
- Ramped up recruitment efforts
- Developed / implemented an internal plan to reduce the need for sub teachers in our buildings to offset the shortage of sub teachers

- Buildings have protocols in place when they need to fill a teacher absence with someone in their building (when a sub is not available)

#### **4. 2022-23 Draft School Calendar**

- Created two options for a draft 2022-23 School Calendar
- Shared with Principals to garner feedback
- Feedback from other Stakeholders
- Goal: bring 2022-23 recommended school calendar to the personnel committee in February

This concluded the open session of the Personnel Committee Meeting.

At 3:45pm the committee voted to convene in closed session for the purpose of considering the following matter: The Annual Performance Evaluation of the Superintendent. In addition there was a motion made by Stacey Soeldner and 2nd by Meredith Sauer to approve board members Kathy Willis and Lisa Johnston to join/participate in the closed session portion of the personnel committee meeting.

Respectfully submitted

Joyce Greenwood-Aerts

Director of Human Resources