

Personnel Committee Meeting Minutes

May 23, 2019

The meeting was called to order by Personnel Committee Chair, Dick Nitsch at 7:30am on May 23, 2019

Other Committee Members Present: Lisa Johnston, Meredith Sauer

Additional Attendees: Joyce Greenwood-Aerts, Superintendent Holzman

SCHOOL CALENDAR

Ms. Greenwood-Aerts distributed and reviewed the 2020-21 School Calendar. She explained that the calendar has been reviewed by the Director Team, all building principals, and the MEA representatives. Most notably for 2020-21 school calendar:

- There are 185.5 student days
- With Labor Day being September 7, 2020 students will have three days of school the week prior to Labor Day
 - Starting prior to Labor Day does allow for some staff/student days off in fall/spring to break up extended periods of school days
- Easter is April 4, 2021 and spring break will be the week just prior to Easter
- Graduation is Friday, June 11, 2021

Superintendent Holzman explained that although the school calendar no longer requires board approval since Act 10 (was a negotiated item), our protocol is to continue to ask the board to take action. Meredith Sauer made a motion, 2nd by Lisa Johnston to move forward to the full board the approval of the 2020-21 school calendar.

STUDENT LEARNING LIAISONS

Ms. Greenwood-Aerts shared and reviewed a document outlining the request for a total of eight additional Student Learning Liaisons across the district. This is primarily due to grade alignment. Learning Liaisons receive a \$3500 annual stipend. Ms. Greenwood-Aerts reminded the committee that in Spring 2018 the board approved a model which transitioned Department Heads to Student Learning Liaisons effective with the 2018-19 school year. Superintendent Holzman shared that Department Heads were strictly at the High School Level, and the transition to SLL's expanded the model to 5k - grade 6 and grade 7 - 12 across all content areas (core, electives, EL, Reading, and pupil services). The SLL requests include:

- SLL's at the middle school level in math, english, science, social studies and CTE (5 total)
- Elementary special education SLLs with an emphasis in LD, ID, or EBD (2 total)
- EC - age 21 SLL with an emphasis in Speech and Language (1 total)

The additional SLL's further enhance and support student learning, and the achievement of the MPSD Milestones of Success. The positions would be posted internally with interviews to follow identifying the preferred candidates. SLL's are certified teachers currently in our district. The role of an SLL is a great opportunity for teachers to grow their capacity as leaders in the MPSD. Dollars from the 2019-20 overall staffing plan approved by the board will be utilized to pay for these positions (\$28,000)

Meredith made a motion, 2nd by Lisa Johnston to move forward to the full board the approval of the eight additional SLL's beginning with the 2019-20 school year.

2.44% INCREASE FOR ADMINISTRATORS AND FOR ALL OTHER STAFF

Ms. Greenwood-Aerts reminded the committee that the board recently approved a 2.44% base salary increase for all of our teachers. She shared with the board that the district would like to give a 2.44% increase to Administrators and also to all other staff members. The total budget impact is: \$257,094 (\$50,094 for

Administrators and \$206,999 for all other staff). The committee agreed that the increase is appropriate and necessary to remain market competitive. Superintendent Holzman indicated it is not required to have board approval; however, garnering board approval has been our past practice. Meredith Sauer made a motion and 2nd by Lisa Johnston to approve a 2.44% increase for Administrators and also for all other staff.

CENTRAL OFFICE RECEPTIONIST (informational only)

Ms. Greenwood-Aerts shared that the retirement of Joan Kellner, CO Receptionist, provided an opportunity to review the current job description for her position. After much discussion, it was decided to realign some job duties inclusive of this individual being the central registrar for student/family enrollments moving forward. This individual will continue to be located at the front entrance of Central Office. The benefit to having one central registrar enhances consistency and accuracy. Having accurate student data is critical when the state pulls data from the student data system (infinite campus). The position will be posted on Friday, May 24. Communication is forthcoming to building principals and secretaries

July 5 Holiday (information only)

Superintendent Holzman communicated that he has had a conversation with Board President, Mr. Longmeyer about designating Friday, July 5 as a holiday. This would be non-precedent setting moving forward. This would apply to any/all 12 month employees which are primarily custodians/maintenance, 12-month clerical staff, and administrators. Superintendent Holzman acknowledged that this is an opportunity to show appreciation and celebrate all of the work/effort of applicable staff related to grade alignment not only during the school year, but the work needed over the summer. He reminded the committee that teachers were paid for 185.5 days; however, due to the five weather related days off, did not work the entire 185.5 days. The personnel committee supported the idea of July 5 being a paid holiday for the 12-month employees.

The meeting was adjourned at 8:15am on a motion by Meredith Sauer, 2nd by Lisa Johnston