

## **PERSONNEL COMMITTEE MEETING MINUTES**

### **JUNE 10, 2020**

Members Present: Lisa Johnston, Meredith Sauer, Kathy Willis

Others Present: Director of Human Resources Joyce Greenwood-Aerts, Superintendent Mark Holzman

The meeting was called to order by committee chair Lisa Johnston at 2:08pm.

#### **Proposed Teacher Handbook Change: School Forest Overnight Payment**

Ms. Greenwood-Aerts reviewed the document regarding the rationale for increasing the school forest overnight payment for MPSD teacher staff. This primarily applies to teachers who spend overnights with the 6th grade students who traditionally participate in a three day / two night camp at the school forest. The budget impact would be approximately \$6000 / year. This increase would be absorbed/added into the 2020-21 budget. At this time, there is no decision regarding grade 6 camp for the 2020-21 school year due to the uncertainty of COVID 19. The committee fully supported the proposed payment increase recognizing a change has not been made in 10+ years and we also need to demonstrate we value our teachers who are providing the overnight supervision with fair compensation. Meredith made a motion, 2nd by Kathy Willis to approve the proposal and move the proposal forward to the full board for action.

#### **HR Update and Discussion**

Ms. Greenwood-Aerts shared several updates regarding the following topics:

- Celebrating MPSD retirees and those reaching 25 years of service: In lieu of the annual May banquet, all those being recognized had gifts and yard signs delivered to their homes on June 4 and 5. In addition, these individuals were recognized in our weekly all staff email communication and via the MPSD Messenger. We truly value and appreciate all of these individuals for their many years of dedicated service to the MPSD.
- Hiring Update: All interviewing continues to be done virtually. We have encouraged our principals to find creative ways (virtually) to engage with new hires throughout the summer months. As of the meeting date (June 10) we have had nine teacher retirements and 19 teacher resignations. Ms. Greenwood-Aerts shared data regarding resignations/retirements from the two previous years and the numbers this year will likely be similar to the prior two years. Ms. Greenwood-Aerts communicated that in early fall, she will provide more data regarding teacher retirements/resignations. As of the date of the meeting 14 teachers have completed/submitted the exit interview google questionnaire (50%). A summary of the exit interview surveys will be shared at a committee meeting in the fall.
- Employee Communication throughout the Summer Months: We recognize the value and importance of employee communication. Communication is even more critical during this time of uncertainty. Starting in late March to present, regular email updates have been shared with all MPSD staff to keep them informed of any/all things related to COVID 19 and the many changes / decisions that occurred in the past three months. We are committed to continuing this communication to all staff via email over the summer months.
- Return to Work - Central Office Staff: A task force has been meeting to create a plan for staff to return to work in Central Office. The main goal is to develop a plan that ensures the safety of our employees once all staff are back in the building on a regular/daily basis. The plan contains information including, but not limited to: cleaning/sanitizing, physical modifications, employee health/wellness, employee hygiene, and visitors. The protocols in the plan align with guidance from school nurses, the CDC and

state/local health departments. The plan has been reviewed with the entire director team. The next step is to share the plan and get feedback from the Central Office safety team. This will occur in late June. A definite reopen date for Central Office has not yet been decided but it is likely to be mid to late July.

- Planning for Returning to School 2020-21: Many discussions and planning are taking place regarding returning to school in 2020-21. Three options are being considered: 1) virtual / distance learning, 2) students back in buildings, and 3) a blended version. Herein lies the challenge to plan for three potential options. As a district we know the DPI is not going to tell districts what to do. They, along with the CDC and state/local health departments will provide guidelines. Each district will determine their plan to return to school safely for staff and students. Ms. Greenwood-Aerts shared that she is working on the following:
  - Drafting a policy to update our leave policies as a result of laws within the Families First Coronavirus Response Act
    - Policy also will include the protocols for employees to follow when they are symptomatic or test positive for COVID 19
  - Determining what if any additional staff may be needed for the 2020-21 school year. For example: nursing staff, custodial staff and possibly additional aide support

The committee agreed that it will be a challenge to meet the individual needs, thoughts and opinions of 800 MPD employees when developing the plans and protocols for returning to work.

The meeting was adjourned at 2:10pm on a motion by Meredith Sauer and 2nd by Kathy Willis.