

## **PERSONNEL COMMITTEE MEETING MINUTES**

### **AUGUST 8, 2019**

The meeting was called to order at 3:30pm by Dick Nitsch.

Committee members present: Lisa Johnston, Meredith Sauer

Additional attendees: Joyce Greenwood-Aerts; Director of HR and Superintendent Mark Holzman

#### **WI / WA Lunchroom Supervision Proposed Model**

Ms. Greenwood-Aerts reviewed the document presented to the committee proposing a new model regarding the supervision of the WI / WA cafeteria during the various student lunch periods utilizing teachers and non-teachers and paying them a stipend. Previously lunch supervision has been somewhat sporadic and often staffed by building administrators and school counselors. The rationale for the new model includes:

- Provides a system that ensures regular, consistent supervision to serve and support students during lunch periods
- Consistency in monitoring and managing lunch periods of up to 175 students
- Allows building principals and school counselors flexibility, and opportunities to work with students and staff during lunch periods
- An opportunity for staff (teachers or non-teaches) to build positive and meaningful relationships with students

Ms. Greenwood-Aerts shared that interested staff would commit to either a semester or an entire year with a stipend of \$925 or \$1,850 respectively. The goal would be three staff members utilized at each of the three student lunch periods. Mr. Holzman explained the dollars to support these stipends would be allocated in the final 2019-20 budget.

Meredith Sauer made a motion, 2nd by Lisa Johnston to approve the proposed model move forward to the full board for approval.

#### **Middle School Co-Curricular Coordinator**

Ms. Greenwood-Aerts reviewed the document presented to the committee proposing a Middle School Co-Curricular Coordinator at each of the middle schools. This would be a stipend position in the amount of \$2,997 / Co-Curricular Coordinator. The dollars to support these stipends would be allocated in the final 2019-20 budget. Ms. Greenwood-Aerts shared the rationale:

- Supports the district's Milestones of Success: Increase the number of students participating in co-curricular activities
  - Research demonstrates students who engage in one or more co-curricular activities will likely increase student academic achievement, positively impact social behaviors, improve attendance, and increase graduation rates
- The addition of Co-Curricular Coordinators at the middle school level will provide a more focused and intentional effort on promoting student involvement, and improve the planning and coordination necessary for robust, student centered co-curricular options.
- Supports the work of the Middle School Principals and District Athletic Director

The committee discussed the importance of the person in this position to give equal time to both the sport and non-sport co-curricular activities. Feedback also included ensuring efforts to provide a variety of activities that appeal to a diverse population of students. Mr. Holzman reminded the personnel committee that a new co-curricular model is being used at both Wilson and Washington this year - each middle school will receive \$8000 for staff to provide 9-week activities that are student centered and focus on the interests of all students.

Finally the committee suggested that a report be provided at the end of the 2019-20 school year including the variety of activities offered and participation levels.

Meredith Sauer made a motion, 2nd by Lisa Johnston to approve the proposed MS Co-Curricular Coordinator stipend positions move forward to the full board for approval.

**Hiring Update:**

Ms. Greenwood-Aerts shared information regarding teacher turnover. There was some concern that the significant changes due to grade alignment may have an impact on teacher turnover. Ms. Greenwood-Aerts shared that teacher turnover for 2018-19 was 8.2% in comparison to 7.2% the year prior. Going into the start of the 2019-20 school year, the MPSD will welcome just over 50 new teachers. In addition to turnover, much of the hiring is related to board approval of: three new EL Teachers, four additional special education teachers, two math coaches, three student support leaders (Dean of Students), and additional classroom teachers at the middle school level. Due to the high number of new teachers, New Teacher Week beginning Monday, August 19 has been moved to the library at Stangel.

One of the remaining positions yet to be filled is 1.0 FTE Sign Language Interpreter. Although the district has had success in filling 1.5 FTE Sign Language Interpreter positions, it will be challenging to fill this remaining position. Likely the only option available if we do not fill the remaining position is to utilize PIE - a staffing agency. Mr. Holzman shared that the rate / expense to the district is \$65 / hour and likely the individual will commute from the Milwaukee area meaning the district would also pay for driving time. Ms. Greenwood-Aerts proposed the idea of a Referral Bonus to our existing staff. The idea is quite simple: if a current MPSD employee refers a candidate who is qualified/certified and subsequently hired, the staff member referring the individual would receive a \$1000 referral bonus - \$500 paid at the semester if the individual is still employed, and the remaining \$500 at the end of the school year if the individual is still employed. Ms. Greenwood-Aerts communicated that we wanted to share the idea to get some feedback from the committee. At this time, the Sign Language Interpreter position is the only position we would utilize a referral bonus as a recruitment strategy. The Personnel Committee supported the idea.

The meeting was adjourned at 4:50pm on a motion by Lisa Johnston, 2nd by Meredith Sauer.