



## **PERSONNEL COMMITTEE MEETING MINUTES**

**September 8, 2021**

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

**Others Present:** Director of Human Resources Joyce Greenwood-Aerts, Superintendent Mark Holzman, Director of Education Pam Lensmire, Board Member Kathy Willis, and Health Insurance Broker from USI Luann Boyea

The meeting was called to order by committee chair Kerry Trask at 2pm.

### **Near Site Clinic:**

LuAnn Boyea, the district's health insurance broker from USI, presented information to the committee regarding the MPSD Near Site Clinic. The near site clinic model provides a great benefit to those employees and spouses on the health insurance plan to obtain healthcare at no cost for acute illnesses and injuries, lab work, vaccinations, and coordination of care for chronic conditions. For the past six years, the district has partnered with the City of Manitowoc and Aurora Healthcare to provide a variety of services and programs for those on the health insurance plan. In Spring, a request for proposal was sent out to a number of healthcare providers for the current Manty Health and Wellness Center. Aurora Healthcare, the current Manty Clinic provider, was invited to participate as well as several other healthcare clinic vendors. After a thorough review of the proposals including presentations by the healthcare vendors, the district along with the City, has decided to move forward and make a change to Froedtert and the Medical College of WI / Holy Family for our Employer sponsored Manty Clinic. The change to Froedtert/Holy Family will take effect on or about January 2, 2022. The change will be cost neutral to the MPSD. We will continue to work diligently with both Aurora and Froedtert/Holy Family on the transition, along with providing communication as necessary to our employees/spouses enrolled in the district medical plan.

### **Request for an Additional EL (English Language) Teacher for McKinley Academy Virtual Charter School**

Ms. Pam Lensmire shared information with the committee regarding the rationale for adding an EL Teacher to support EL students enrolled in the McKinley Academy Virtual Charter School. As of the first week in September there are 20 students enrolled at McKinley who qualify for EL services along with three additional students who still need to be screened for EL. The district currently has 13 EL Teachers, each with caseloads of 25 - 35 students. A document was also shared / available in Boardbook outlining additional information regarding the request. The district typically uses \$85,000 for the cost of a teacher (salary and benefits). The funding that is associated with increased enrollment across the district will support the increase in the staffing budget. Stacey Soeldner made a motion, 2nd by Meredith Sauer to move forward to the full board the addition of an EL Teacher at McKinley Academy Virtual Charter School.

### **Request for an Additional Special Education Teacher for McKinley Academy Virtual Charter School**

Ms. Greenwood-Aerts shared information with the committee regarding the rationale for adding a Special Education Teacher to support the students at McKinley Academy Virtual Charter School who have IEPs (individualized education plans) due to a disability(ies). As of September 3, 2021 there are 29 students enrolled at McKinley who have IEP's. This caseload is currently being managed by one Special Education

Teacher. The typical caseload for a Special Education Teacher in our district is 7 - 14 depending on the number of disabilities the teacher is serving and the severity of needs. A document was also shared / available in Boardbook outlining additional information regarding the request. The district typically uses \$85,000 for the cost of a teacher (salary and benefits). The funding that is associated with increased enrollment across the district will support the increase in the staffing budget. Meredith Sauer made a motion, 2nd by Karry Trask to move forward to the full board the addition of a Special Education Teacher at McKinley Academy Virtual Charter School.

### **Superintendent Evaluation Process**

The committee had much discussion regarding the process for the evaluation of the Superintendent. Discussion included the timing of the formative and summative evaluations as referenced in board policy, the timing of the board members completing the questionnaire, what period of time is being evaluated when completing the questionnaire, etc.

In the end, the committee decided it is imperative to get the process started and agreed that Superintendent Holzman will present two items to the board as part of the September 14, 2021 board meeting: 1) a summary of successes for the 2020-21 school year, and 2) ideas for goals for the 2021-22 school year.

Ms Soeldner made a motion and 2nd by Ms. Sauer to adjourn the meeting at 3:50pm.

Respectfully submitted,  
Joyce Greenwood-Aerts  
Director of Human Resources