



PERSONNEL COMMITTEE MEETING MINUTES
March 5, 2020 – 10:00 a.m.
Waupaca High School Community Room

Welcome and Call to Order:

The meeting was called to order by Committee member Patrick Phair at 10:02 a.m.

Roll Call:

Members of the Committee present: Steve Hackett and Patrick Phair. Absent: Chairperson Betty Manion. Additionally, Board members Stephen Johnson, Sandra Robinson, Mark Polebitski, and Dale Feldt were present.

Also Present:

Ron Saari, Sandy Lucas, Carol Beyer-Makuski, Carl Hayek, Mark Flaten, and Michael Werbowski.

Approval of Agenda:

A motion was made by Steve Hackett and seconded by Patrick Phair to approve the agenda as presented. The motion carried unanimously on a voice vote.

District Staffing:

Restructure of LIVE Program and WHS Intellectual Disabilities Program:

On behalf of Laurie Schmidt, Mark Flaten advised that, due to Ms. Barden's retirement, the enrollment numbers for next school year, and in order to be fiscally responsible to the School District, the LIVE program and the Waupaca High School Intellectual Disabilities Program will be combined and will be managed by Ms. Widdel. This will create one Special Education teaching vacancy which would allow for a 1.0 FTE Special Education teacher to be at the CEC providing services to students 4K-grade 8 and a 1.0 FTE Special Education teacher at each grade level at the WLC. Currently, a staff member splits time between the CEC and WLC. These changes will become effective at the start of the 2020-2021 school year.

Speech/Language Services for the 2020-2021 School Year:

On behalf of Ms. Schmidt, Mr. Flaten outlined the costs and service times for the .2 FTE Speech Language Pathology services contracted through CESA 5 and the .4 FTE Speech Language Pathology services through a 66.03 Agreement with the Weyauwega-Fremont School District. The proposal is to discontinue the contracted services with CESA 5 and the 66.03 Agreement and hire a 1.0 FTE Speech Language Pathologist for the School District of Waupaca for a total additional cost of approximately \$14,125, but the District would receive two additional full days of service weekly.

A motion was made by Steve Hackett and seconded by Patrick Phair to make a recommendation to the full Board at the next regular Board meeting to discontinue/nonrenew the speech/language contracted services with CESA 5 and the 66.03 Agreement with Weyauwega-Fremont School District and hire a 1.0 FTE Speech Language Pathologist for the School District of Waupaca. The motion carried unanimously on a voice vote.

Staffing Update/Projections for the 2020-2021 School Year:

Mark Flaten presented information relating to staffing changes for the 2020-2021 school year, and three year predicted enrollment and core academic staffing recommendations. Staffing changes are as a result of a decrease in enrollment as well as the adjustments at the Chain/CEC/WLC. This will not result in the District offering less programs, just less sections, so flexibility may be impacted. Student-teacher ratios remain the same or lower. Mr. Flaten also presented staffing guidelines which the Administration uses in the decision making processes involved with staffing. The requests to continue the job sharing agreements for the 2020-2021 school year that are currently in place were also reviewed.

A motion was made by Steve Hackett and seconded by Patrick Phair to make a recommendation to the full Board at the next regular Board meeting to accept and support the Administration's recommendation as presented, which includes all of the documents presented and the job sharing requests. Accepting the Administration's staffing recommendation ensures that all courses will be appropriately staffed, no layoff notices for the 2020-2021 school year will be issued, and the District will continue to be in a good academic and financial position for our future. The motion carried unanimously on a voice vote.

2020-2021 CESA 5 Services Contract:

The proposed CESA 5 Services Contract for the 2020-2021 school year was presented and reviewed. Due to the above approval relating to the speech/language services, the Speech and Language Therapy services through CESA 5 will no longer be necessary, eliminating the cost for those services of \$20,000.

A motion was made by Steve Hackett and seconded by Patrick Phair to make a recommendation to the full Board at the next regular Board meeting to approve the CESA 5 Services Contract as amended, for an approximate total cost of \$205,785.49. The motion carried unanimously on a voice vote.

Substitute Teacher Pay Analysis:

Carl Hayek provided information relating to how an increase in the substitute teacher pay would affect the budget. Ms. Beyer-Makuski provided information relating to a comparison survey completed of surrounding school districts' substitute teacher pay. An increase in substitute teacher pay will not alleviate the substitute teacher shortage, but it will make the District competitive. The District may need to check into ways to reduce teacher absences and, therefore, decrease the annual substitute teacher expenses.

A motion was made by Steve Hackett and seconded by Patrick Phair to make a recommendation to the full Board at the next regular Board meeting to increase the Substitute

Teacher daily pay rate by \$10.00 per day, from \$100.00 per day to \$110.00 per day, effective April 1, 2020, and that the Administration will review this every few months to see how we compare with other districts. The motion carried unanimously on a voice vote.

Adjournment:

A motion was made by Steve Hackett and seconded by Patrick Phair to adjourn the meeting at 12:11 p.m. The motion carried unanimously on a voice vote.