

**School District of River Falls
Personnel Committee meeting**

Monday, February 8, 2021 - 6:30 PM

River Falls High School Media Center, 818 Cemetery Road, River Falls, WI 54022

Agendas can be viewed at <https://www.rfsd.k12.wi.us/district/school-board.cfm> or at
<https://meetings.boardbook.org/Public/Organization/1447>

1. **CALL TO ORDER - 6:30 p.m. in the River Falls High School Media Center**

2. **MANNER OF PUBLIC NOTIFICATION OF MEETING**

3. **HEARING OF VISITORS OR DELEGATIONS**

4. **Discuss Health and Dental Insurance Renewal**

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Description: The committee will review short and long-term insurance planning targets.

Recommended Action: None, informational only.

5. **2021-22 Staffing update**

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Description: The administrative team will share a 2021-2022 staffing update.

Recommended Action: None, informational only.

6. **Proposed/suggested items for the next regular and future Board meeting agenda(s)**

Description: As always, Board members will be given the opportunity to suggest items for future Board member agendas.

Recommended Action: As needed.

7. **Schedule next Board/Committee meetings**

Description: Upcoming committee meeting dates, times, and locations will be reviewed.

Recommended Action: Set meeting schedule as follows:

Personnel Committee meeting, Monday, March 8, 2021, 6:30 p.m.

Meeting will be held at River Falls High School, 818 Cemetery Road

8. **Request for anticipated executive session pursuant to Wisconsin § 19.85(1)(c)(e)(roll call vote required) for the purpose of discussing the evaluation and contract negotiations for support staff and administration**

9. **CONVENE TO EXECUTIVE SESSION**

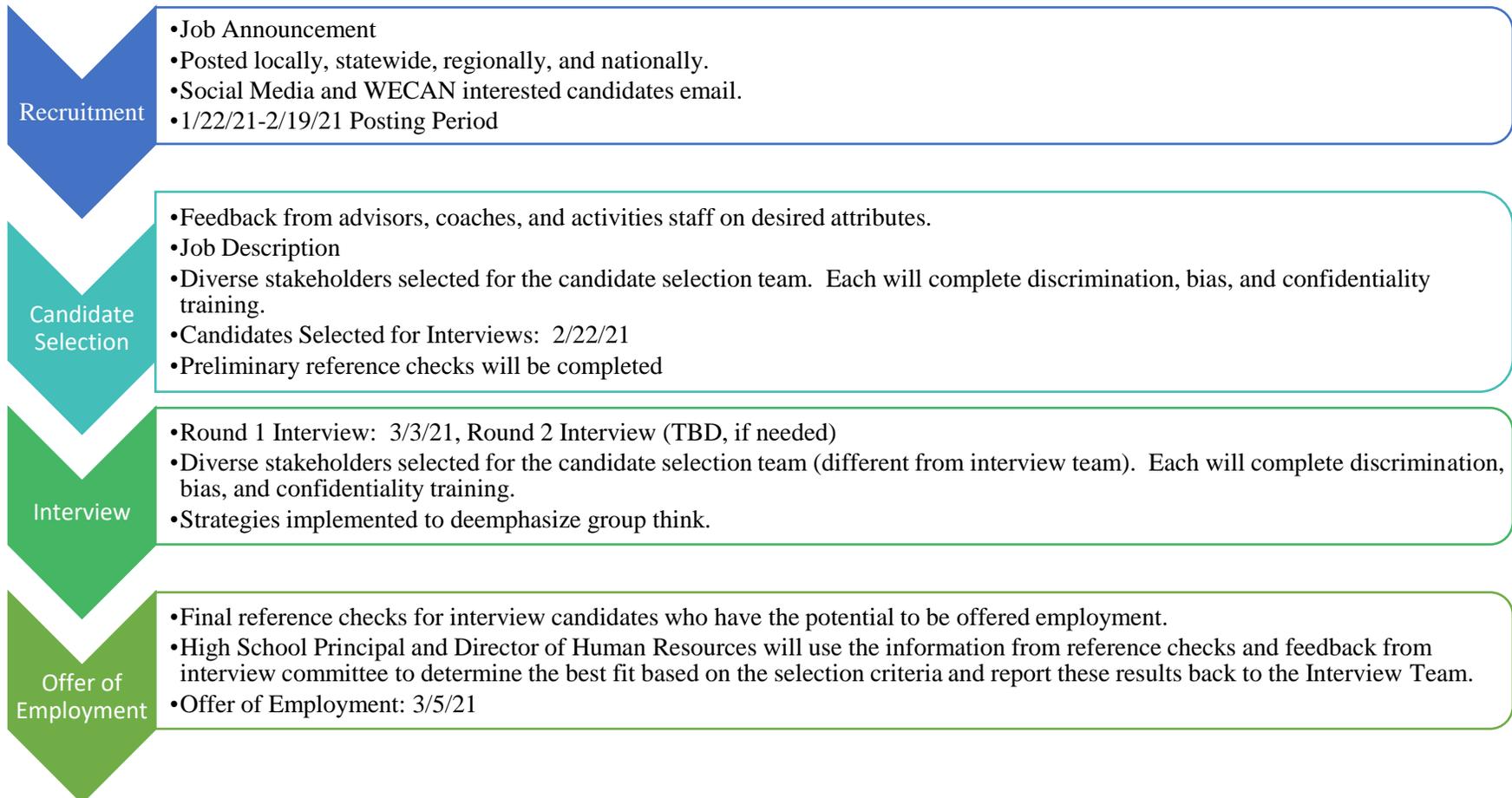
Action	Comments	Target Date	Responsibility
Strategic Planning Discussion	<ul style="list-style-type: none"> Discuss Options for Fully Insured Renewal Discussion about continuing Self-Funded exploration 	January 13, 2021	RFSD / M3
Identify Meeting Cadence	Discuss timing of meetings between RFSD and M3	February 1, 2021	RFSD/M3
Collect All Health Carrier Information	Request all carrier data: <ul style="list-style-type: none"> Historical Claims Data – Month by Month (2 years) High Cost Claimants (2 years) Current Enrollment Census Current Plan Document & Rates Past Renewal & Rates (2 years) Top 25-50 Providers 	February 5, 2021	M3
Request Proposal (Self-Funding) TPA Stop Loss PBM	RFP Timeline: <ul style="list-style-type: none"> Request date: February 5, 2021 TPA Due date: March 5, 2021 Stop Loss due date: March 15, 2021 Proposal delivery to RFSD: March 26, 2021 	February - March, 2021	M3
Fully Insured Renewal	<ul style="list-style-type: none"> Renewal Requested: January 11, 2021 Renewal Delivered to M3: February 19, 2021 Renewal Analysis Delivered to RFSD: February 26, 2021 	January – February, 2021	RFSD/M3
Clinic Exploration	<ul style="list-style-type: none"> Strategic Meeting with ReforMedicine: January 22, 2021 Request for Proposal: January 22, 2021 Proposal Due: February 12, 2021 Review Results and Identify Next Steps: February 19, 2021 	January – June, 2021	RFSD/M3/ReforMedicine

Action	Comments	Target Date	Responsibility
Preparing for Self-Funding	Create education for Administration <ul style="list-style-type: none"> Identify Roles and Responsibilities of District Identify Business Partners and Relationships (Broker, TPA, Stop Loss, PBM, Clinic) Create education for Benefits Committee	March, 2021	RFSD / M3
Request Proposal for Self-Funding	Follow same process as 2021 <ul style="list-style-type: none"> Administration Proposal Stop Loss Proposal 	January – April, 2022	M3
Request Proposal for Fully Insured Plan	Create Fully Insured RFP <ul style="list-style-type: none"> Gather data Create RFP with specific plan design Provide analysis of options 	January – February, 2022	M3
Implementation of Self-Funded Plan	If Self-Funded Plan was chosen: <ul style="list-style-type: none"> Collaborate with TPA to set up plan Lock in Stop Loss Educate Administration, Benefits Committee and School Board (as appropriate) 	January – June, 2022	RFSD / M3



School District of River Falls
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ACTIVITIES DIRECTOR HIRING SUMMARY



RIVER FALLS SCHOOL DISTRICT ACTIVITIES DIRECTOR POSTING ANNOUNCEMENT

River Falls School District is seeking an energetic, experienced, and collaborative leader to become the next District Activities Director. The Activities Director will oversee co-curricular and athletic opportunities for students. The River Falls Activities Department has a tradition of exemplary academic, co-curricular and athletic performance; strong community support; and high quality employees.

The Activities Director will work collaboratively with the administrative team to:

- Foster a positive connection between school and co-curricular goals;
- Engage all stakeholders with effective communication;
- Organize facility use and event supervision.

Essential responsibilities include:

- Recruitment and selection of all middle and high school coaches and advisors.
- Coach and advisor professional growth, performance evaluation, and feedback.
- Scheduling and supervision of athletic events.
- Enforcement of the Student Activities Code.
- Management of the Activities Department budget.

The ideal candidate will have:

- Experience leading, organizing, evaluating, and supporting middle and high school co-curricular programming.
- An understanding of adolescent psychology and the ability to foster positive relationships with young adults.
- Evidence of leadership and decision-making skills in his/her previous educational experience.
- A valid license for Principal by the State of Wisconsin Department of Public Instruction (DPI) is desired, but not required.
- The full job description is available at: [LINK](#)

The top candidate will be offered a competitive salary and a strong benefits package which includes medical and dental insurance co-paid by the school district and employee, life insurance, long-term disability insurance. The position begins on July 1, 2021 and includes 220 annual contract days.

SELECTION CRITERIA BASED ON FEEDBACK FROM STAKEHOLDERS

NEGOTIATIONS AND STAFFING PLAN CALENDAR

NOVEMBER, 2020

- Compare actual teacher to student ratios to policy guidelines
- Update Policy 343.2 Class Size Guidelines to reflect Virtual/E-School guidelines
- Clarify limited-term certified staff hires in response to the COVID-19

DECEMBER, 2020

- Complete preliminary enrollment and budget forecast
- Update compensation analysis data for teachers, paraprofessionals, and administrators
- Develop preliminary negotiation goals

JANUARY, 2021

- Seek input from Building and Department Leaders on staffing needs and potential lay-offs
- Develop preliminary staffing plan that prioritizes needs, transfers, and lay-offs
- Monitor retirements/resignations and refine staffing plan
- Issue Administrator Intent to Renew Letters
- Negotiate insurance renewals

FEBRUARY, 2021

- Insurance Study and Personnel Committee approve insurance renewal. Refine negotiations goals in response to insurance renewal.
- *Monitor learning environment forecasts for upcoming year and refine staffing plan (on-going)*

MARCH, 2021

- Present Preliminary Staffing Plan to Board of Education for approval.
- Preliminary notices of non-renewal certified staff issued
- Initial negotiations with employee groups.
- Update enrollment and budget forecast
- *Monitor learning environment forecasts for upcoming year and refine staffing plan (on-going)*

APRIL, 2021

- Finalize non-renewals notices of non-renewal for certified staff
- Issue Certified Staff Intent to Renew Letters.
- Administrator contract negotiations
- *Monitor learning environment forecasts for upcoming year and refine staffing plan (on-going)*

MAY, 2021

- Finalize compensation agreements with employee groups.
- Finalize Administrator contracts.
- *Monitor learning environment forecasts for upcoming year and refine staffing plan (on-going)*