

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION HUMAN RESOURCES COMMITTEE**

Tuesday, March 1, 2016

9:00 AM

District Administration & Maintenance Center
905 Bethel Circle
Waunakee, Wisconsin 53597

AGENDA

I. CALL TO

II. ROLL CALL

III. APPROVE AGENDA

IV. PUBLIC COMMENTS

V. DISCUSS STAFF ABSENCE AND SUBSTITUTE DATA

Connie Beth will review the attached reports with the committee: Staff Absences from November 2, 2015- February 2, 2016 (pages 1-4), Absence Monthly Summaries for October through February (pages 5-14), Unfilled Absence Report for September through February (page 15), Substitute Pool Data (page 16), Summary (pages 17-18).

VI. REVIEW AND DISCUSS QTI PROPOSAL FOR PARA-EDUCATOR/CLASSIFIED STAFF WAGE STUDY

Administration is recommending that the district hire outside consultants to conduct a wage study for the classified staff – similar to the study conducted for the administrative assistants. A proposal from QTI is attached for your review.

VII. DISCUSS PROCESS FOR UPDATING EMPLOYEE GUIDELINES FOR ALL EMPLOYEE GROUPS

Ms. Beth will discuss the process and timeline for updating the Employment Guidelines for all employee groups.

VIII. DISCUSS PROCESS FOR DETERMINING AND IMPLEMENTING PAY INCREASES FOR ALL EMPLOYEE GROUPS FOR 2016-17

Administration will discuss the process and timeline for determining and implementing pay increases for all employee groups for 2016-17.

IX. ADJOURN

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least

twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”