

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

Tuesday, June 5, 2018

4:00 PM

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

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVE AGENDA

IV. PUBLIC COMMENTS

V. REVIEW RECOMMENDED CHANGES TO EMPLOYMENT GUIDELINES FOR ALL EMPLOYEE GROUPS

A summary of all recommended changes as well as drafts of all recommended language changes have been attached for your review. The Employee Handbook drafts are in the Extras tab.

VI. DISCUSS LANGUAGE REGARDING BIOMETRIC SCREENING

Our Employment Guidelines for all employee groups require employee participation in biometric screening (and their spouse if enrolled) to be eligible for the district's 88% contribution toward premiums. This language was added when our agreement with Dean required employee/spouse participation in biometric screening. Our new agreement with Dean/SSM does not require biometric screening. Our recommendation is to review this language with the District Insurance Committee next fall.

VII. DISCUSS COMPENSATION FOR ELEMENTARY TEACHERS WHO SUBSTITUTE FOR OTHER ELEMENTARY TEACHERS

Currently, Middle School and High School teachers who cover a class for another teacher during their prep period are paid \$20 per hour. Other teachers in the district have not had the opportunity to be paid because their work days are scheduled differently. We would like to discuss possible options with the committee.

VIII. DISCUSS COLLAPSED SCHEDULE AT HERITAGE

At the last school board meeting, Cindy Lindquist expressed concerns from the specialist teachers (music, art, physical education, guidance, library, world language) at Heritage regarding the scheduling issue involving the collapsing of five kindergarten classroom sections into four sections for specials instruction. As Randy

explained, we added para-educator time to Heritage to help to address this concern. The Board requested to see information related to possible "overload" compensation. The purpose of this agenda item is to clarify what you are looking for and to share information about "overloads" for teaching staff.

**IX. CONTINUE DISCUSSION ABOUT VISION FOR EMPLOYEE
COMPENSATION AND BENEFITS**

Per the discussion at our last HR Committee meeting, a draft of a potential pay schedule with steps for administrative assistants has been attached. If you like this example, we will draft similar schedules for the other employee groups, including the classified staff. When we review the draft of the classified staff pay schedule at a subsequent meeting, we will also revisit the topic of providing a greater differential in pay between regular education para-educators and special education para-educators. Per the Board discussion, the next step will be to develop processes that will govern how employees move from one step to the next (similar to the teachers' point system).

X. 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.”