

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

Tuesday, October 5, 2021

2:30 PM

Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, and will be asked to check in with District personnel when you arrive.

Public comments will be limited to 3 minutes. The Board will allow 1 hour for public comments.

Public comments may be sent to Rebecca McDonough at [district\\_administrator@waunakee.k12.wi.us](mailto:district_administrator@waunakee.k12.wi.us) up to one hour before the start of the Board meeting. All comments will be reviewed by the Board members. Emailed comments will be reviewed by the board but not read out loud. Emailed comments sent during any part of the board meeting (Board Development, Closed session, Open session) will be forwarded to the board but may or may not be reviewed by the board until after the board adjourns. Comments must include the commentator's name, address, and must identify their connection to the District (if any) and any group they are representing in order to be considered by the Board.

If you would like to address the Board in-person during the public comments section of the meeting, you will be greeted in the lobby of the building, asked to check in with District personnel when you arrive so that you can be recognized and address the Board when your name is called.

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

A quorum of the Board may be present

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVE AGENDA**

**IV. PUBLIC COMMENTS**

**V. CONTINUED DISCUSSION OF POTENTIAL 2022-23 EARLY RETIREMENT PACKAGES** 3

Further information about potential adjustments to HRA retirement benefits focusing on the value of sick day payouts to hourly staff and teachers.

**VI. CLASSIFIED STAFF - DRIVER WAGE SCHEDULE PROPOSAL** 5

Possible wage schedule for the proposed new role of Driver, for transportation of students using school vans.

**VII. DISCUSSION OF EXPANDED USE OF THE WELLNESS CLINIC BY ALL DISTRICT STAFF**

The availability of appointments allows for the potential expansion of staff use of the Wellness clinic, by those not in the district health insurance plan. Expanded use would be a recruitment aid, could reduce staff absenteeism and further supports district wellness initiatives.

**VIII. DISCUSSION OF POTENTIAL BUSINESS OFFICE**

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**RESTRUCTURING**

With an impending retirement in the Business Department, an opportunity to discuss advancing the district administrative restructuring plan is available. Utilizing reallocated district funds, the Accounting Specialist position could be replaced by a Director of Business Services. Financial details are attached and further information will be shared by Executive Director of Operations Steve Summers.

**IX. ITEMS FOR FUTURE MEETINGS**

Tim Schell

**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.”

<b>Hourly Staff</b>	<b>HRA Current Contribution</b>	<b>Current Value</b>	<b>Current Max Days</b>
	<b>Unused Sick Days</b>	<b>\$120.00</b>	<b>120 days</b>

<b>Teachers</b>			
<b>Hired pre-4/1/2008</b>	Year of service	\$1,200.00	
	Annual contribution	\$640.00	
	<b>Unused Sick Days</b>	<b>\$95.00</b>	<b>120 days</b>

<b>Hired post 4/1/2021</b>	Annual contribution	\$1,040.00	
	<b>Unused Sick Days</b>	<b>\$95.00</b>	<b>120 days</b>

<b>Current Max Value</b>	<b>Proposed Values</b>	<b>Increase to Max Value</b>
<b>\$14,400.00</b>	<b>\$200.00</b>	<b>\$9,600.00</b>
	<b>\$225.00</b>	<b>\$12,600.00</b>
	<b>\$250.00</b>	<b>\$15,600.00</b>

\$1200 \* years in district

\$640/year + compounded interest

<b>\$11,400.00</b>	<b>\$200.00</b>	<b>\$12,600.00</b>
	<b>\$225.00</b>	<b>\$15,600.00</b>
	<b>\$250.00</b>	<b>\$18,600.00</b>

\$1040 / year + compounded interest

<b>\$11,400.00</b>	<b>\$200.00</b>	<b>\$12,600.00</b>
	<b>\$225.00</b>	<b>\$15,600.00</b>
	<b>\$250.00</b>	<b>\$18,600.00</b>

## Driver Wage Rate Proposal

State Median Hourly Wage = \$17.44

Dane County Median Hourly Wage = \$17.86

Use the current Courier Wage Schedule

1. Hours will add on to a current employee's daily schedule at the start or end of their day, allowing for potential overtime and employer benefit contribution level increases.
2. A current employee's experience level will transfer to the additional hours as a driver.  
E.g. A special education para at 2 years of experience would earn \$16.85 as a para and \$17.87 as a driver.
3. In the situations of stand-alone employment, offer a two hour minimum.

Years of Experience	Custodian Courier	Para Educator-Special Education/ELL
Minimum	\$17.35	\$16.00
1 Year	\$17.61	\$16.43
2 Years	\$17.87	\$16.85
3 Years	\$18.15	\$17.27
4 Years	\$18.36	\$17.69
5 Years	\$18.58	\$18.12
6 Years	\$18.80	\$18.35
7 Years	\$19.03	\$18.56
8 Years	\$19.26	\$18.80
9 Years	\$19.47	\$19.02
10 Years	\$19.70	\$19.26
11 Years	\$19.91	\$19.48
12 Years	\$20.14	\$19.71
13 Years	\$20.37	\$19.94
14 Years	\$20.60	\$20.17
15+ Years	\$20.83	\$20.40

## **Business Department Reorganization Proposal**

Replace Accounting Specialist with a Director of Business Services

1. Consider applicants in progress of licensure
2. Reallocate current expenditures to cover difference between a specialist and a director

Accounting Specialist - Median Wage

State - \$55,328

County - \$57,137

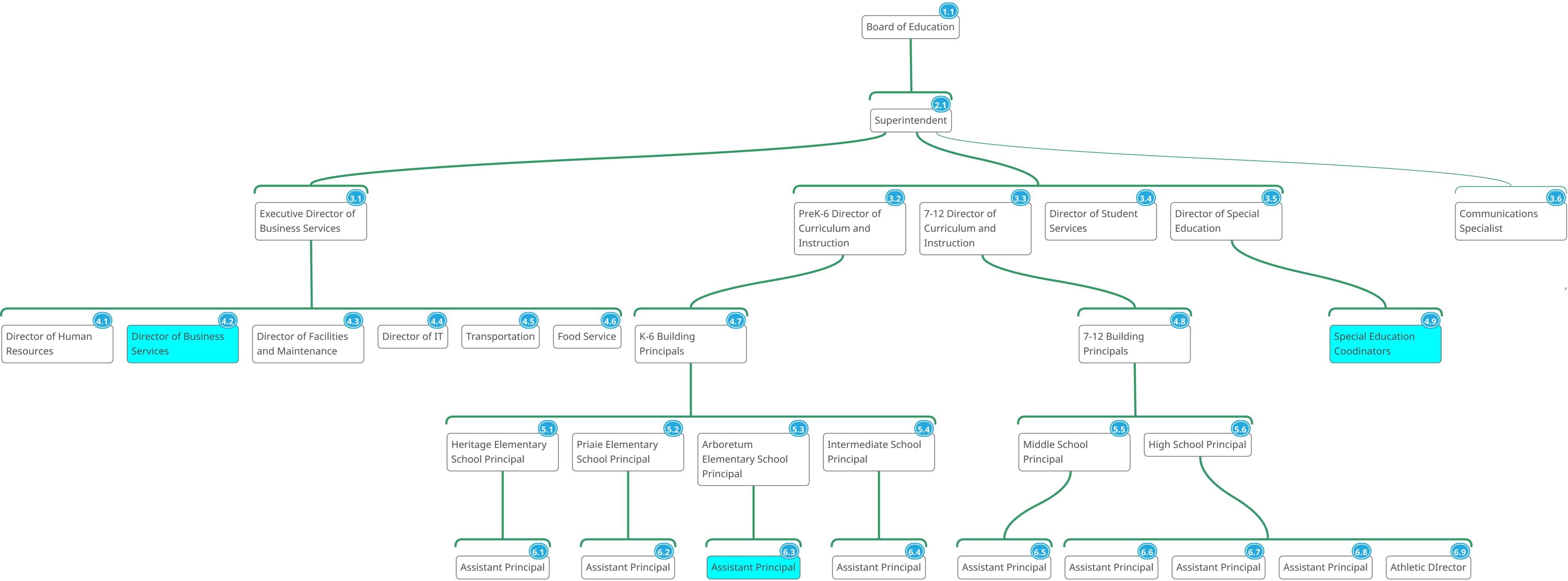
Director of Business Services

Salary range \$98,000 - \$110,000

Cost of LTE Business Manager Replacement

2020 = \$15,600

2021 = \$23,125



1.1 Board of Education

2.1 Superintendent

3.1 Executive Director of Business Services

3.2 PreK-6 Director of Curriculum and Instruction

3.3 7-12 Director of Curriculum and Instruction

3.4 Director of Student Services

3.5 Director of Special Education

3.6 Communications Specialist

4.1 Director of Human Resources

4.2 Director of Business Services

4.3 Director of Facilities and Maintenance

4.4 Director of IT

4.5 Transportation

4.6 Food Service

4.7 K-6 Building Principals

4.8 7-12 Building Principals

4.9 Special Education Coordinators

5.1 Heritage Elementary School Principal

5.2 Priaie Elementary School Principal

5.3 Arboretum Elementary School Principal

5.4 Intermediate School Principal

5.5 Middle School Principal

5.6 High School Principal

6.1 Assistant Principal

6.2 Assistant Principal

6.3 Assistant Principal

6.4 Assistant Principal

6.5 Assistant Principal

6.6 Assistant Principal

6.7 Assistant Principal

6.8 Assistant Principal

6.9 Athletic Director