

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

Monday, January 31, 2022

8:15 AM

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 30 Minutes for public comments.

Public comments may be sent to Rebecca McDonough at 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. SUMMER SCHOOL WAGES

4

Review a suggested wage structure change for summer school teachers and teaching assistants in response to staffing challenges and area school district offerings. WCSD summer school wages were last updated in 2013.

Consider adopting a change for 2022 and creating planned adjustments for 2023 and 2024.

VI. AQUATIC CENTER WAGES

6

Aquatic center wages were last adjusted in 2016 and since that time we have faced increasing difficult competition for workers. Our current wages are below both community employers and comparable area school districts. Staffing levels are at a critical juncture that could affect our ability to offer valued summer school and community functions.

The attached proposal would position us favorably in both the retention of current employees and the recruitment of new employees.

VII. DISCUSSION OF STRATEGIES FOR 22/23 SCHOOL YEAR COMPENSATION PLAN INCREASES

In light of the state funding challenges facing the district and the compensation systems created within the last year, an initial discussion of approaches for the 22/23 school year.

Potential strategies to start the discussion:

1. Allow staff to advance within the hourly system based on hiring date and teachers to advance within their new system based on experience and professional development prior to the first 22/23 paycheck; no change in systems based on CPI or inflation. Revisit the inflationary increase in the fall 2022.
2. Increase both systems by an inflationary measure and permit staff advancement prior to the first paycheck of 22/23.
3. Hold all wages at the 21/22 level. Revisit both inflationary advancement and wage system advancement in the fall 2022.

VIII. HOURLY STAFF HIRING ANNIVERSARY ADVANCEMENT

Current district practice is to advance hourly employees in the payroll nearest to their hiring anniversary, which is very employee-centric and appreciated by staff. This practice requires a review, employee plan adjustment and True Time adjustment in nearly every pay period, which is fairly time-intensive.

This proposal would identify two dates for anniversary adjustments - July 1 and January

1. Any employee hired between July 1 and December 31, would advance on July 1. Any employee hired between January 1 and June 30 would advance on January 1. Examples: Employee A hired August 20, would receive their anniversary adjustment starting July 1 of the next school year. Employee B hired March 8, would advance on January 1 of the next school year.

This would both greatly improve the efficiency of the payroll process and all employees would receive their advancement on or before their anniversary date, remaining employee-centric. This process is used in other area schools that use True Time for payroll.

IX. HEALTH ASSESSMENT PARTICIPATION FOR SPOUSES OF EMPLOYEES ON THE FAMILY INSURANCE PLANS

During 2021, Dean Health Plan suspended spousal participation in health assessments due to pandemic-related staffing concerns and appointment availability. We would request that we

continue that practice for the 2022 Health Assessments as we work with DHP to revise both the assessment activities and the DHP offered incentives.

All current employees on the district health plan (both single and family) will continue to participate in the health assessment process. Having only all employees participate in the assessment would satisfy DHP, as it is common practice in many area school districts.

X. ITEMS FOR FUTURE MEETINGS

XI. 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.”

To: BOE Personnel Committee
From: Sheila Weihert
Re: Proposal - Summer School Pay Increases
Date: January 17, 2022

We are facing staffing shortages in summer school which may result in reducing our summer school program. Despite increased efforts in recruiting staff, we have faced significant staffing shortages. Our last summer school pay increase package was in 2013.

Our current pay structure is below the districts around us that are also hiring for summer school. Below is information for two categories of summer pay - teachers and teaching assistants. I have not included paraeducators or classified staff pay increases as those pay rates are based upon our school year rates and increase to match those school year rates.

Proposed Teaching Salary Increase:

Current teacher pay: Enrichment - Non WCSD \$20 per hour

Enrichment - WCSD \$25 per hour

Remedial/Spec Ed - Non WCSD \$25 per hour

Remedial/Spec Ed - WCSD \$30 per hour

Proposed teacher pay increase:

Enrichment - \$30 per hour

Remedial/Spec Ed - \$35 per hour

This \$5 hour per teacher raise would equate to an estimated cost of 132 teachers at 4 hours for 23 days = \$60,720. This is an estimate as some programs have shorter hours and some run a bit longer. It also varies from year to year about WCSD teaching staff and outside teaching staff. For some teachers it would be a \$5 per hour increase and for some it would be \$10 per hour. We have not been able to pull in our current WCSD staff at that rate we anticipated with the tiered pay system. With an increase in salary, we are hopeful we can pull in more teachers both inside and outside of our district to meet the needs of our large program. We do hire our

own teaching staff prior to advertising to outside teachers. Below is salary information from local hiring districts that are competing for the same pool of teachers.

District	District Teaching Staff	Non-District Teaching Staff
Waunakee	\$25 Enrich/\$30 Remedial	\$20 Enrich/\$25 Remedial
Sun Prairie	Up to \$32 per hour/per diem	\$25 per hour
Middleton	\$28 per hour	\$28 per hour
DeForest	\$28 per hour	\$25 per hour

Proposed Teaching Assistant Salary Increase:

Currently, our teaching assistant positions held by our high school students pay at minimum wage. We would like to consider a raise for these positions as well to keep us competitive with our local hiring market.

Current wages at \$7.25 at 4.25 hours in 23 days = \$708.69

Proposed wage at \$12 at 4.25 hours in 23 days = \$1,173

\$464.31 increase per teaching assistant at 70 assistants = \$32,501.70

The majority of our teacher contracts are four hours per day. Our summer school programs run either 22, 23, or 24 days. We vary from year to year based upon days off to observe the Fourth of July.

Cy: Brian Grabarski

To: Human Resources Committee

From: Kristy Nacker Aquatic Center Director / Brian Grabarski, HR Director

Re: Proposal - Aquatic Center Pay Increases

Date: January 27, 2022

We are facing staffing shortages in the Aquatic Center that could have a negative effect on both summer school and community education programming. Despite increased efforts in recruiting staff, we have faced significant staffing shortages over the past 18 months and the situation is worsening. The last pay increase package was in 2016.

Aquatic center employees require certifications, starting at 28.5 hours of training and increasing to 83.75 hours at the highest level. Our staff can go to area employers for \$15 per hour without any training requirements for a general position. We also compete with private community pools and area swim centers. Our current pay structure is below the districts around us. The proposed wage schedule would position us well for the current and foreseeable future.

Lifeguard	Lifeguard / Water Safety Instructor	Head Lifeguard	Lifeguard Instructor
Proposed \$17	Proposed \$20	Proposed \$20	Proposed \$30
Current \$9.09	Current \$12.12	Current \$12.12	Current \$14.14
Ave (2020) \$10.64 High (2020) \$15	Ave \$13.48 High \$20	Ave \$14.16 High \$20	Ave \$20 High \$25
Training 28.5 hours	Training 31.25 hours	No additional hours	Training 24 hours

The majority of the hours are funded through Fund 80, Community Education. Community education costs are paid by participants. Our community education offerings are very reasonably priced and this would not significantly affect the cost. For example, swim lessons are \$45 for an eight session course (\$5.63 per session). An area swim center charges \$22 per session.