

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

Thursday, July 6, 2023

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 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.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVE AGENDA

IV. PUBLIC COMMENTS

**V. CONSIDERATION OF PAY INCREASES FOR 2023-2024 FOR
ADMINISTRATION, ADMINISTRATIVE SUPPORT, AND
SUPPLEMENTAL PAY FOR TEACHERS.**

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This action item is to approve wage increases for Administration and Administrative Support staff and to operate the district teacher compensation plan, as a supplemental pay structure to base wage negotiations. Attached please find a spreadsheet that provides the July 1, 2023 WERC calculated CPI increase to administration/administrative support staff. The board's long term goal has been to provide compensation at least at the average level of comparable districts. There are a couple of positions below this average level and catch-up pay has been

included in the attached spreadsheet. The third draft of the budget will be revised to reflect the 2023-25 state budget school funding, which allows for a balanced budget with CPI increases.

**VI. CONSIDERATION OF ADDITIONAL COMPENSATION
INCREASES FOR ADMINISTRATIVE ASSISTANTS, CLASSIFIED
STAFF AND CUSTODIAL / MAINTENANCE STAFF.**

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This action item is an additional increase to the wage schedule that was approved at the June regular meeting. This increase is to both bring these employee groups in line with the base increase for other internal groups (8%) and to take additional steps to address market competitiveness for Administrative Assistants and Classified Staff.

Within this proposal, the first two steps of the pay schedule for Administrative Assistants and one step for Classified Staff would be removed and all employees would advance the additional steps on July 16, 2023. The third draft of the budget has been revised to include this additional compensation.

VII. 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.”

HOURLY 1st COSTING OPTION.

1. Gives a step increase.

If anniversary date falls:

June 21, 2023 DATA UPDATED IS IN PURPLE

JUL 1 - DEC 31 --> give full year step movement 1st PR of fiscal year

JAN 1 to JUN 30 --> Step movement occurs effective the Jan 15 payroll.

EMPLOYEE GROUPS	CURRENT		Increase of 8.0 %		Catch up Pay		TOTAL COST	% INCREASE
Administrator / Admin Support								
Returning Staff	5,022,238	+	401,779		35,000		5,459,017	108.70%
Administrator Catchup Pay								
Summer School Coordinator	11,252	+	900				12,152	108.00%
Vacancies. Included in above returning staff figures	0	+					0	
Job Offer / Changes. _____	0	+					0	
23-24 Detail Costing Spreadsheet started 3.29.23 je								

EMPLOYEE GROUPS	CURRENT		COSTING FIGURES			TOTAL COST	% INCREASE	
			Increase of 8.0%		Step Movement		With step movement	
Administrative Assistants								
Returning Staff. Three Step increase amount used.	\$1,711,266	+	\$136,901	+	\$29,430	=	\$1,877,597	109.72%
Vacancies	\$0	+	\$0	+	\$0	=	\$0	
Detail Costing - TWO STEP	Detail Costing - ONE STEP							
Salary Matrix 23-24 same as 22-23	Total work days decreased: 12M 261 to 260. 11M 240 to 239.							
Classified Staff / Para Educators / Crossing Guards								
Returning Staff & Vacancies Two step increase amount	\$2,912,886	+	\$233,031	+	60,180	=	\$3,206,097	110.07%
Vacancies. All included above.								
Budgeted Positions								
Detail Costing								
Salary Matrix 23-24 same as 22-23								
Custodian / Maintenance								
Returning Staff	\$1,913,873	+	\$153,110	+	14,553	=	\$2,081,536	108.76%
Total work days decreased: 261 to 260.								
Vacancies. All included above.								
New 8 hr open maintenance job included.								
Budgeted Positions								
Detail Costing - ONE STEP								
Salary Matrix 23-24 same as 22-23								

Hourly Grand Totals	\$6,538,025		\$523,042		\$139,163		7,165,230	109.59%
Hourly and Admin/AS Total	\$11,571,515		\$925,721		\$174,163		12,636,399	109.20%
Teachers								
Base Wage Increase	\$1,906,845.00	8.00%						
Compensation System (Supplemental wages)	\$544,700.00	2.29%						
Total Increase	\$2,451,545.00	10.29%						

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