

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

EMPLOYEE RELATIONS MEETING **January 9, 2014** **4:30 p.m.**

Present: John Fuhs, John Quast, Melissa Thompson, Kyle Moore, Joan Fritzler, Marge Mosey, Kristine Perugini, Doug Destache, and Kate Garman.

The Employee Relations Committee convened at 4:33 p.m.

DISCUSSION

- A. CORE Update: The CORE team continues to meet monthly and recently reviewed the original mission and charge of the group. The CORE team will be making an effort to ensure that a CORE team member reaches out to each staff member regularly and will be advancing concerns and celebrations more than just monthly moving forward, as well as meeting for longer so that more can be accomplished at meetings. CORE team members have provided feedback on the Staff Survey that will be launched and administered by *School Perceptions* in the near future.
- B. Staff Development Needs for 2014-15: Discussion about staff development needs for both Support Staff and Teachers was had to ensure this is part of the consideration for the 2014-15 student and professional calendars. Committee members expressed a need to consider ways to allow for shorter blocks of time more frequently to ensure learning for staff can happen in timely and meaningful ways. The committee recommends adding additional Early Release days to accomplish this.
- C. 2014-2015 Calendar: The committee discussed staff development needs and the Arrowhead 2014-15 calendar in considering the Swallow 2014-15 student and professional calendars. A follow up meeting to draft these calendars will be held later in January.
- D. Compensation and Benefits: Due to time constraints, the Professional Staff Compensation Design Process Update was carried forward to the next meeting in January. The committee reviewed and discussed the potential change to the current health insurance plan design which could result in a reduced rate moving forward and similarly Wellness Incentives which could do the same. The Business Office will update the forms presented for committee members to further review.
- E. Other Business: Support staff expressed concern over potential loss of pay because of multiple days of missed school this week. Current Handbook language allows for Support Staff to elect to apply accrued paid leave time on one such closing day per year. It was assumed that additional days off would likely result in make-up school days. The administration and Board are reviewing the Handbook language and will be in touch with Support Staff related to this request.

The committee set the date for the next meeting as Monday, January 27 at 4pm.

ADJOURNMENT

The Employee Relations Committee meeting was adjourned at 6:07 p.m.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk