

JOHNSON CREEK BOARD OF EDUCATION  
**Personnel Committee Meeting Minutes**  
**Monday, November 14, 2016**  
**District Board Room (455 Aztalan Street)**  
**5:00 p.m.**

Chair Kellie Loeb called the meeting to Order.

Members present: Duane Draeger, Kellie Loeb, President Rick Kaltenberg and Superintendent Michael Garvey

Member absent: Rick Wensch

Also present: Buildings and Grounds Director Dan Fischer and Carol O'Neil

Dr. Garvey verified that the meeting was posted pursuant to § 19.84(1) Wis. Statutes.

Motion by Draeger/Loeb to approve the agenda as posted. Motion carried.

The Committee reviewed the request for additional staff for the Buildings and Grounds Department.

Motion by Draeger/Loeb to recommend that the Board approve the following:

- Add one ½ time custodian who would begin the day in the café and end with late afternoon set-up. Standard hours would be 1pm-5pm.
- Add a special events custodian to set-up, take-down, handle clean up, etc. This position would be for weekend or evenings where a custodian is needed. This position would not handle youth practices, meetings and community events where a custodian is not needed. Examples of events: Lady's day out, Cub Scout Winter Blast, FFA Alumni Toy Show, etc. **This position would be funded through Fund 80.** We could also use this person on the Conference Wrestling tournament day and other big school event days as well. (of course those few times will be funded through Fund 10)

The Committee also approved the following:

- Contract out sidewalk snow removal
- Bid out lawn care for spring

The Committee reviewed the recommendation to adjust the compensation for two staff members who have accepted additional duties.

Motion by Loeb/Draeger to recommend that the Board approve the following:

- Increase Melissa Enger's compensation with a one-time additional pay of \$2,730 for her work as Lead Teacher during Mrs. Blakeley's medical leave.
- Increase Dominic Gischia's pay by \$70.47 per day representing the 3 overload periods that he has accepted until a Vocal Music Teacher can be in place.

The Committee reviewed and approved the exit survey questions which will be surveyed electronically.

Motion by Draeger/Loeb to adjourn. Motion Carried.

Respectively submitted,

Michael P. Garvey, Ph.D.  
Superintendent