

JOHNSON CREEK BOARD OF EDUCATION
Personnel Committee Meeting Minutes
Monday, June 19, 2023
District Board Room
3:30 p.m.

Committee member Ken Johnson called the meeting to order.

Members present: Ken Johnson, June Kolaske (arrived at 5:15 p.m.) and Natasha Steenbergen

Also present: District Administrator Mark Gruen, Principal Neil O’Connell, Duane Draeger, Richard Wensch, Charles Moehling, and Linda Moke

Mark Gruen verified that the meeting was properly posted pursuant to § 19.84(1) Wis. Statutes.

Motion by Steenbergen/Johnson to adopt the agenda as posted. Motion Carried.

Motion by Steenbergen/Johnson to grant all employees that have personal days the ability to roll over 2 of them into sick time if unused beginning with the 2023-24 school year. Motion Carried.

No action was taken on the administrative contracts liquidated damages request.

Motion by Steenbergen/Johnson to deny Julie O’Brien’s request. Motion Carried.

Motion by Steenbergen/Johnson to accept the QIT recommendation which increases administrative assistant (220 contract days) vacation time as presented below starting with the 2023-24 school year

Employees contracted for 220 days	
Number of Years Worked	Vacation Days Earned
Year 1	4 days
Years 2-5	8 days
Years 6-11	12 days
Years 12 and over	16 days

Give vacation in year 1 – you get 4 days in year one of employment – earned 1 day per month for the first 4 months totaling 4 days. All employees hired prior to December 31 of the current school year can count that year as year one on the vacation chart.

This includes prorated vacation days based on the number of days they work – using the maintenance grid as our starter.

Specific Restrictive Language: One work week (5 days) vacation maximum to be utilized during student contact days with prior administrator approval.

All other vacation can be scheduled in isolation and/or on non-student contact days.

Direct supervising administrator will coordinate a calendar of work days annually with a minimum of 220 days.

And

Maintenance staff (260 contract days) vacation time as presented below

Employees contracted for 260 days	
Number of Years Worked	Vacation Days Earned
Year 1	5 days
Years 2-5	10 days
Years 6-11	15 days
Years 12 and over	20 days

Give vacation in year 1 – you get 5 days in year one of employment – earned 1 day per month for the first 5 months totaling 5 days.

All employees hired prior to December 31 of the current school year – can count that year as year one on the vacation chart.

And

to grant paraprofessionals and cooks 6 sick days the first year earned 1 per month for the first 6 months.

Motion by Steenbergen/Johnson to increase the teacher and paraprofessional substitute pay to \$130 a day. Paying substitute teachers and paraprofessionals the same amount daily. Increasing long term teacher sub pay to \$220 a day. Fixing the substitute box in the handbook to include only paraprofessionals and cook substitutes and raising the Food Service Cook to \$13 an hour. Increasing staff subbing for staff to be paid the hourly amount of an A1 staff member rounded down to the nearest dollar. And paying the substitute crossing guard position \$10 more a day.

Motion by Steenbergen/Johnson to give Linda Moke an additional \$3 an hour raise putting her at \$37 an hour for the 2023-2024 school year. Motion Carried.

No action was taken on the other employee requests.

June Kolaske arrived.

The Personnel Committee did not go into closed session.

Motion by Steenbergen/Johnson to adjourn. Motion Carried.

Respectfully submitted,

Mark Gruen
District Administrator