

HR BOARD SUBCOMMITTEE

3/15/10

Present: Wendy Mayberry, Scott Honken, Syd Webb, Mike Pyska, Diana Davis, Tracylee Anderson, Julie Reichert, Deborah Hudson, Rene Rickabaugh, Valerie Braughton, Doreen McGlade, Verba Echols, Crystal Mueller, Audrey Cotherman, Kelly Hornby, Joel Dvorak, Steve Degenfelder

Upcoming Board Topics:

Ad Hoc Budget committee is looking at the following: travel, cutting the farthest away from the kids, food, consultants, look at what other districts doing, attrition, discussion at Path to 2025 retreat on Thursday, gathering info now
Concerns: Retirements in principal-ship areas

Substitute Follow Up:

Reviewed the addendum to last meetings handout

- Unfilled numbers are deceiving because some absences don't need to be covered
- Kendra planning to go to schools to visit with principals about sub services— what's working, what's not
- Data does not include administrators, just teaching staff
- Using this data to determine where sub services can improve
- Trying to find a balance between positions that need to be filled and sub qualifications
- Please relay data questions to Kelly Hornby
- St. Anthony's has a Title One teacher that is a District employee and we provide a sub for that position only

Problem Solvers:

Reviewed handout

- Changes in blue font
- Recommendation--document will go to CIC after this reading
- Classified Exempt employees are exempt from overtime

Classified Incentive Update:

Reviewed Administrative Regulation for Improvement Incentive for Classified Personnel

- #8—Kathleen Dixon recommends that we make the changes indicated in the document
- Should the changes to #8 be on all Admin Regs? Will consult Kathleen tonight at Executive Session

Continued Improvement:

Reviewed Final Calendar

- No discussion

Reviewed each HR Department's PDSA

- How are the results being tracked? Are these working documents? Crystal and Kelly are monitoring progress weekly, Carol is compiling updated PDSAs, departmental meetings within departments to target completion of tasks, monitor progress
- This information really is helpful to hold each employee accountable and to measure our goals
- HR's work is leading the way for the District

Reviewed recommendations from Classified Staffing Team

- Sweepers were removed from the model
- Cross over areas in Elementary--custodians, cafeteria servers
- Secondary came to a ratio for staffing
- Will there be flexibility in identifying FTE in each building?
- As classified staff needs vary within buildings, will classified staff be allowed to transfer without having to apply for a position?
- Not everyone can transfer because jobs vary by duties and responsibilities
- Data shows that we have many more classified employees in this district compared to others
- Need some parameters of who can be shared/transferred
- How about Federally funded schools? They aren't included in this data
- Principals would like spreadsheets with projections
- Create a District pool of classified employees
- Need classified staffing formula that is fair and equitable
- Economy of size? Elementary was the closest to following the recalibration model
- What is the process of right sizing our schools?
- We could look at how East was closed and how the employees were moved
- How do we use attrition/hold harmless?

Gallup:

Reviewed handout with cost

- Measures engagement of students and employees
- Only 12 questions
- Aligned with Goal #4
- Working with teachers summer 2010
- All employees will take the assessment
- Can we connect this with Title II? Certified employees can go through Title II

HR Quarterly Budget:

Reviewed HR Budget information

- No discussion

Additional Discussion:

- Related Services meeting this week with Tammie Bertelson will take comments on SPED staffing and Specials staffing. There is a plan created by Special Education Service Center
- Would like to see a more collaborative process in Related Services areas where administrators can have input

Future Topics:

Budget Implications

Related Services Staffing Update with calibration