

RIVER RIDGE SCHOOL DISTRICT
STAFF-EMPLOYEE RELATIONS COMMITTEE MEETING MINUTES
Monday, November 16, 2015; Patch Grove Building, Room 15

Committee Chair Dave Breuer called the meeting to order at 4:15 p.m. The following board members were present: Dave Breuer, Lea Breuer, and Ken Nies. Other members present included: Dr. Athey, Carol Harris, Kim Breuer, Shawn Chatfield, Jill Faurote, Jeff Graewin, Terry Mayne, Sandy Mergen, Mickey Quick, and Deb Trautsch.

Proof of public notice of this meeting was given by Carol Harris. The agenda notice was posted November 11, 2015 at 1:45 p.m. A motion to accept the posting notice was made by Lea Breuer and seconded by Ken Nies. Motion carried by voice vote.

I. Retirement Options

Carol Harris shared information that she had received from a survey of other CESA 3 school districts regarding retirement packages they offer to employees (i.e., teachers and support staff). Those districts which provide a retirement package either offer some form of insurance (i.e., 3 years or more) or some type of cash option.

Teachers attending today's meeting indicated they would like to have one or both of these options available to them.

Carol Harris was authorized to contact Eileen Brownlee, the school's attorney, to see whether Eileen can join us at a meeting this December to answer questions about retirement benefit options. Committee members were asked to submit their questions to Carol Harris and Lea Breuer to be summarized and sent to Eileen Brownlee. Ken Nies requested an analysis be provided at the December meeting showing savings the District might realize between the salaries of prospective retirees and new hires. The Committee could then evaluate the dollars that may be available for retirement benefits. (NOTE: According to the Employee Handbook, anyone considering retirement or resignation is encouraged to let the District know of such a decision by March 15th.)

II. Employee Handbook Review

Carol Harris and Dr. Athey called attention to sections of the current Employee Handbook that need discussion and/or revision:

- Page 4- Add reference to a Special Education Director under “Class 1 Employees”
- Page 7- Under “Sick Leave”, consider changing dollar amount currently listed at \$90.00 a day for Class I & II employees to \$100.00 to match what is currently paid to subs.
- Page 10- Under “Family and Medical Leave”, the second paragraph calls attention to the fact that employees who leave under the Family and Medical Leave Act “lose” their remaining sick leave, personal leave, and vacation days for that calendar year. The concern about this has to do with “what if the employee gets sick and misses additional days of school?” Currently, it would be considered an unpaid day.
- Pages 13-16 deal with “Staff Reduction Language.” This section is in need of further work. Mention of a “point system” for the RRSD had been tabled last year. We need to define the process we would follow in the event staff reductions need to be initiated. Dr. Athey shared staff reduction procedures from other Six Rivers Conference schools. The Superintendent also called attention to “evaluations” referenced in these pages. He noted that staff reduction language should be linked to Educator Effectiveness (i.e., scoring of teacher standards and SLOs). The Superintendent also expressed concern about points being awarded for volunteer service at extracurricular activities. He noted that some staff may not be able to help out with these events due to their family situation/outside of school responsibilities.
- Page 16- Under “Calendar”, Dr. Athey apprised the committee that he is currently working with a group of teachers and support staff in preparing a preliminary calendar for 2016-17. According to the Employee Handbook, the calendar is to be established and approved by the Board no later than the March school board meeting.

Employee Handbook review/revision will be placed on the December meeting agenda. Committee members are asked to review the handbook and bring any additional items for discussion/revision to the December meeting.

Adjournment: A motion to adjourn the meeting was made by Lea Breuer and seconded by Ken Nies. Motion carried by voice vote. The meeting adjourned at 5:22 p.m.