

SPECIAL MEETING OF THE PRAIRIE DU CHIEN BOARD OF EDUCATION

Public notice is hereby given as required by law that a Meeting of the Prairie du Chien Board of Education will convene on August 24, 2011 at Bluff View Intermediate School, 1901 East Wells Street, Prairie du Chien, Wisconsin, 7:00 a.m.

CALL TO ORDER

Meeting was called to order by President, Brian Edwards at 7:00 a.m.

Achenbach- absent	Atkins-present	Edwards- present
Quamme- present	Forsythe-present-left 7:45a.m.	Ruskey- absent
Rutherford-present		

APPROVAL OF RESIGNATION OF AMY DARNICK

Motion by Joe Atkins second by Mark Forsythe to approve resignation of Amy Darnick with all in favor. Motion carried.

GIVE MR. AMUNDSON THE ABILITY TO HIRE A 2ND GRADE TEACHER FOR THE 2011-2012 SCHOOL YEAR IF WE ARE OVER 90 STUDENTS IN THAT GRADE (at this time we are tentatively at 94 students)

Motion by Joe Atkins second by Mark Forsythe to give Aaron Amundson authority to hire a 2nd grade teacher if numbers are over 90 with all in favor. Motion carried.

APPROVAL OF JENNIFER GALLAGHER TO BE HIGH SCHOOL ASSISTANT PRINCIPAL AND ADD HIGH SCHOOL ACTIVITIES, SALARY OF \$62,198 - 261 day contract status. (Frankie Mezera will replace 24 hour secretary guidance office and will continue to be Fund 80 coordinator and do activities cash)

Motion by Joe Atkins second by Mark Forsythe to approve above changes for Jennifer Gallagher with all in favor. Motion carried.

DISCUSS/POSSIBLY APPROVE EXEMPT (teachers) AND NON-EXEMPT (support staff) PORTIONS OF EMPLOYEE HANDBOOK (action if appropriate)

Motion by Brian Edwards second by Joe Atkins to approve above portions of employee handbook with changes stated below with all in favor. Motion carried.

- Need to add PTO language to handbook; the ability to cash out or carryover at end of year. This will be a funded liability every year in Fund 73.
- Bereavement language-leave as is.
- Salary schedule-remove at this time (section 6) from the approval of handbook.
- Short-term Disability-remove at this time will wait until Patti meets with Todd Ircke (WEA) the 2nd week of September. Can it be pre-taxed through section 125 cafeteria-ask Todd.
- Add columns for “Cash Out” (9.02) to differentiate teachers, support staff who have a sub for time off, support staff who don’t have a sub for time off, management, etc.
- Vacation- option by employee to grandfather those who have 4 weeks of vacation currently to continue to receive 4 weeks with no pay out option or to have 3 weeks with payout option. Those who have only reached 3 weeks or less of vacation as of 7/1/11, will never reach the 4 weeks of vacation. (They will be frozen at a max. of 3 weeks).

- **Options for those who have reached 4 weeks:**
 - **Keep 4 weeks, but can't cash out unused**
 - **Drop down to 3 weeks max and can cash out unused at 75% of their hourly rate at the end of year (June 30)**
- **Change word “docked” to “deducted” under Jury Duty language**
- **Page 77 (Section 9.09) B.- Employees shall report to work or use a PTO day if they are unable to report for work due to weather conditions.**
- **Page 82- Holiday for December 31st- keep it in**
- **TSA- use old contract language from PEA contract-same forms**
- **LTD-clean up language to match with what we offer**
- **Joyce Boss (Weac Rep.)wants us to look at:**
 - **Not having to report misdemeanor that you have been convicted of (Leave it in, per the board)**
 - **Seniority for teachers (will study)**

ADJOURNMENT

Motion by Joe Atkins seconded by Ron Quamme to adjourn meeting at 7:55 a.m. with all in favor. Motion carried.

Brian Edwards, President

Notes taken by Vicki Waller