

WILLIAMS BAY SCHOOL  
HANDBOOK/STAFF RELATIONS COMMITTEE MEETING  
Tuesday, June 7, 2021

Board Members Present: Karolyn Nelson and Dr. Patrick Peyer

Absent: None

Administration Present: District Administrator Dr. W. White  
Business Manager B. Prather

Guests: None

I. CALL TO ORDER

The meeting was called to order at 5:00 p.m.

II. DISCUSSION ITEMS

A. Review and Discuss the Support Staff Handbook

Dr. White reviewed with the committee the handbook. He highlighted recommendations made by Brian Goodman, Attorney from Boardman and Clark, and other recommended changes to the handbook. Most changes were aligning handbook language to policy and practice, and to provide clarity on district procedures. Dr. White highlighted changes related to personal days, sick days, emergency days, pro-ration of health insurance, and retirement benefits. Committee members discussed these changes and shared their thoughts in preparation for meet and confer with the support staff representatives.

III. SET DATE AND TIME FOR NEXT FINANCE COMMITTEE MEETING

The first meet and confer date with the Support Staff Representatives was confirmed for June 15, 2021, at 5:00 p.m. Additional meetings will be determined after the June 15<sup>th</sup> meeting.

IV. ADJOURN

The meeting was adjourned at 6:00 p.m.