

WILLIAMS BAY SCHOOL
BOARD OF EDUCATION
SPECIAL SCHOOL BOARD MEETING
SATURDAY, MARCH 11, 2023

Board Members Present: J. Lothian, K. Nelson, M. Schneider, P. Peyer, E. Nichols

Absent: None

Administration Present: District Administrator Dr. W. White
Elementary Principal Dr. A. Bond
Business Manager Mrs. J. Frederick

Guests: None

I. CALL TO ORDER

President J. Lothian called the meeting to order at 8:00 a.m. The Pledge of Allegiance was said.

II. DISCUSSION ITEMS

A. Discuss Potential Handbook Revisions

Dr. White reviewed the potential revisions to the employee handbooks. Most of the edits reflected changes to Board Policy and aligning the handbooks to the revised policies. This included travel expenses and Board-Staff Relations. Dr. White focused conversation on the following four items:

- General Leave – Dr. White shared that he has been working on drafting this language with the teachers. There have been concerns with unpaid leave and administration has been searching for a way to alleviate that issue. Many school districts across the state have moved to general leave to give employees more flexibility and professional discretion. This is also designed to attract and retain staff.
- Contractual Days for Teacher – Our certified staff are currently contracted for 190 days. Based on the approved calendars for the past eight school years, they have primarily worked 182 days. The staff would like contractual language to align with the calendared expectations. The Board discussed how this would impact retirement and other areas. Board members asked several questions to understand how the current language and any changes made would impact the district and the staff.
- Supplemental Pay – Dr. White reviewed potential recommendations to increase some supplemental pay assignments. Board members questioned when pay for these duties last increased and the impact this would have on the budget.

- Extra Duty Pay – Dr. White shared that many of the coaching and advisor stipends had changed very little since 2009. He and Mr. Johnson have developed job descriptions with clearer expectations for all coaching, advising, and other extra pay assignments. Based on the expectations, comparison to other districts in our region, he is working to present a recommendation to the Board to make changes to the extra pay stipends. Board members asked questions about the job descriptions and if staff were consulted. Dr. White shared that he worked with each individual advisor and Mr. Johnson with the coaches to develop the job descriptions. Each one has been reviewed by the person currently advising/coaching that activity. The Board asked about the budget impact and how these recommendations compare to other districts.

B. Discuss Staffing

Dr. White provided an update on current retirements and resignations. Board members asked questions and J. Lothian directed administration to make sure these employees were given a copy of the exit interview form. Dr. White shared that the District Library position and High School Science positions had been posted on WECAN and the 5K position had been posted on WECAN for internal candidates only. Board members asked about the applicant pools and if the District would be able to attract quality employees. Mrs. Frederick shared the impact these staff changes may have on the budget. Dr. White shared that Mr. D. Dowden would not be returning as the part-time Dean of Students. The Board discussed the needs of the district and the individual schools. Administration will recommend at the March 13, 2023 meeting that the position be changed to 6 – 12 Associate Principal. Board members inquired about the difference between a Dean of Students and Associate Principal and how this impacts the duties they can fulfill.

C. Discuss 2023-2024 Budget

Mrs. Frederick shared the current budget model. She shared projections regarding enrollment, staff compensation, health insurance costs, and other aspects of the budget. She provided an update on the budget process at the state level and what is being reported regarding legislative discussions on the budget. She shared how the potential staff and handbook recommendations will impact the budget. The Board and administrative discussed specific aspects of the budget.

VII. ADJOURN

At 10:30 am., P. Peyer/K. Nelson motion and second to adjourn the meeting, carried 5-0.

Ed Nichols, Clerk
WW: 3/15/2023