

**Merrill Area Public Schools
Finance/Human Resources Committee Meeting Minutes
Wednesday - March 8th, 2023, 5:00pm Central Office Board Room**

I. The meeting was Call to Order by Brett Woller at 5:25pm in the Central Office Board Room

Committee/Board Members present: Kevin Blake, Kendra Osness, Shannon Murray, Dr. Kelley Strike, Maria Volpe and Brett Woller - All present

Also in attendance: Megan Kautzer

II. Public Comments to the Committee / General Subject Matter Discussion

None

III. Approval of February 8, 2023, Finance/Human Resources Committee Minutes

Motioned by: Kevin Blake, Second by: Maria Volpe - All ayes, motion carried with Kendra Osness abstaining.

IV. Finance

A. CESA 9 Shared Services Agreement 2023-2024

I recommend a motion to forward to the full Board the approval of the CESA 9 2023-2024 shared service contract as presented with a projected cost of \$252,943.

Motioned by: Kendra Osness, Second by: Maria Volpe. All ayes, approved unanimously.

B. Approval of Grant/Donation from an Anonymous Donor through the Community Foundation of NorthCentral Wisconsin for Mental Health Navigation Services

I recommend a motion to forward to the full Board the approval of the grant/donation from an anonymous donor through the Community Foundation of NorthCentral Wisconsin for mental health navigation services at MAPS.

Motioned by: Maria Volpe, Second by Kendra Osness. All ayes, approved unanimously.

C. Approval of Agreement with Lincoln County UW Extension Office for Mental Health Navigation Services

I recommend a motion to forward to the full Board the approval of the agreement with the Lincoln County UW Extension office for Mental Health Navigation services for one year as presented.

Motioned by: Maria Volpe, Second by Kendra Osness. All ayes, approved unanimously.

D. 1-1 Student Device Refresh

Maria Volpe asked that quotes be brought to the full board meeting.

Brett Woller asked about ESSER funds and saving them for next year's budget. Dr. Kelley Strike talked about paying off chrome books this year to save ESSER funds money for next year.

E. Budget Monthly Review

- i. Budget Calendar
- ii. Monthly Budget Review

Dr. Kelley Strike - Total expenses are currently trending a bit under budget. We will be sure to monitor this and anticipate spending out the district budget prior to use of ESSER this year.

V. Human Resources

A. PTO Retirement Benefit for Teachers

Dr. Kelley Strike presented an idea for a retirement benefit for teachers who, after June 30, 2023 are (i) at least fifty-five (55) years of age and (ii) have served in the District for no less than fifteen (15) consecutive years. There is currently no benefit for anyone in this classification.

Recommended change:

At least age 55 with 15 years consecutive service after June 30, 2023

Full-time employees who, after June 30, 2023 are (i) at least fifty-five (55) years of age and (ii) have served in the District for no less than fifteen (15) consecutive years shall receive a one time HRA contribution for unused PTO days upon retirement at 50% of the base salary daily rate. (#PTO days x 50% base salary daily rate)

*Action will take place when adjustment is made in the handbook and brought for approval in April. We brought this item separately from the total handbook review as it is a more significant change to benefits.

B. Compensation Plan Adjustment(s)

Discussion regarding staff "maxing out" at the last step of current salary schedules. This is something that should be looked at for a long term solution, however a recommendation is brought forward for 23-24 until there is time for more thorough review.

Recommended motion: to forward to the full Board the approval of compensation plan adjustments for a 1% increase for any staff that exceed the last step of the plan, adjust contract days to 210 for all Elementary and Middle School Principals and Associate Principals, and removal of professional advancement language for Support Staff.

Note: Revisiting both the language and looking at compensation plans for the future was recommended by the committee.

Motion to forward to the full Board the approval of compensation plan adjustments for a 2% increase for any staff that exceed the last step of the plan, adjust contract days to 210 for all Elementary and Middle School Principals and Associate Principals, and removal of professional advancement language for Support Staff.

Motioned by: Maria Volpe, Second by: Brett Woller. Motion passed with Kendra Osness abstaining.

C. Personnel Report - Standing Agenda Item

Several new retirement letters have been received since the last meeting.

IV. Standing Agenda Item For Policy Review by Finance/HR Committee Policy 9800 High School Diplomas to Veterans

No changes at this time. Make technical correction(s) and it can be removed from review.

VII. Items for Next Meeting

- Staff Handbooks
- Benefit Renewals
- Sub Fill Rate and Sub Pay
- Exit surveys (in May or June)

Due to the timing of when the health insurance renewal comes in, it may be brought to the full board rather than HR/Finance committee review prior.

VIII. Adjournment

Motion to adjourn at 6:25pm by: Maria Volpe, Second by: Kevin Blake. All ayes, motion unanimously.