

SCHOOL DISTRICT OF WEST ALLIS-WEST MILWAUKEE, ET AL
Zoom

**EMPLOYEE ENGAGEMENT & CULTURE
BOARD COMMITTEE MEETING MINUTES**

August 20, 2024

5:30 p.m.

Zoom Meeting

1. Call to Order

The meeting was called to order at 5:30 p.m.

2. Roll Call

The following were present at the meeting:

- Brian Keller, Committee Chair
- Brendan Burns, Committee Vice Chair (Excused)
- Jane Carr, Committee Member
- Marianne Marshall, Director of Human Resources

3. Review and Add Any Modifications to the Agenda

None

4. Approve Minutes from the Last Meeting

Motion by Burns, second by Carr to approve the minutes of the July 16, 2024, meeting.

5. Public Comments

None

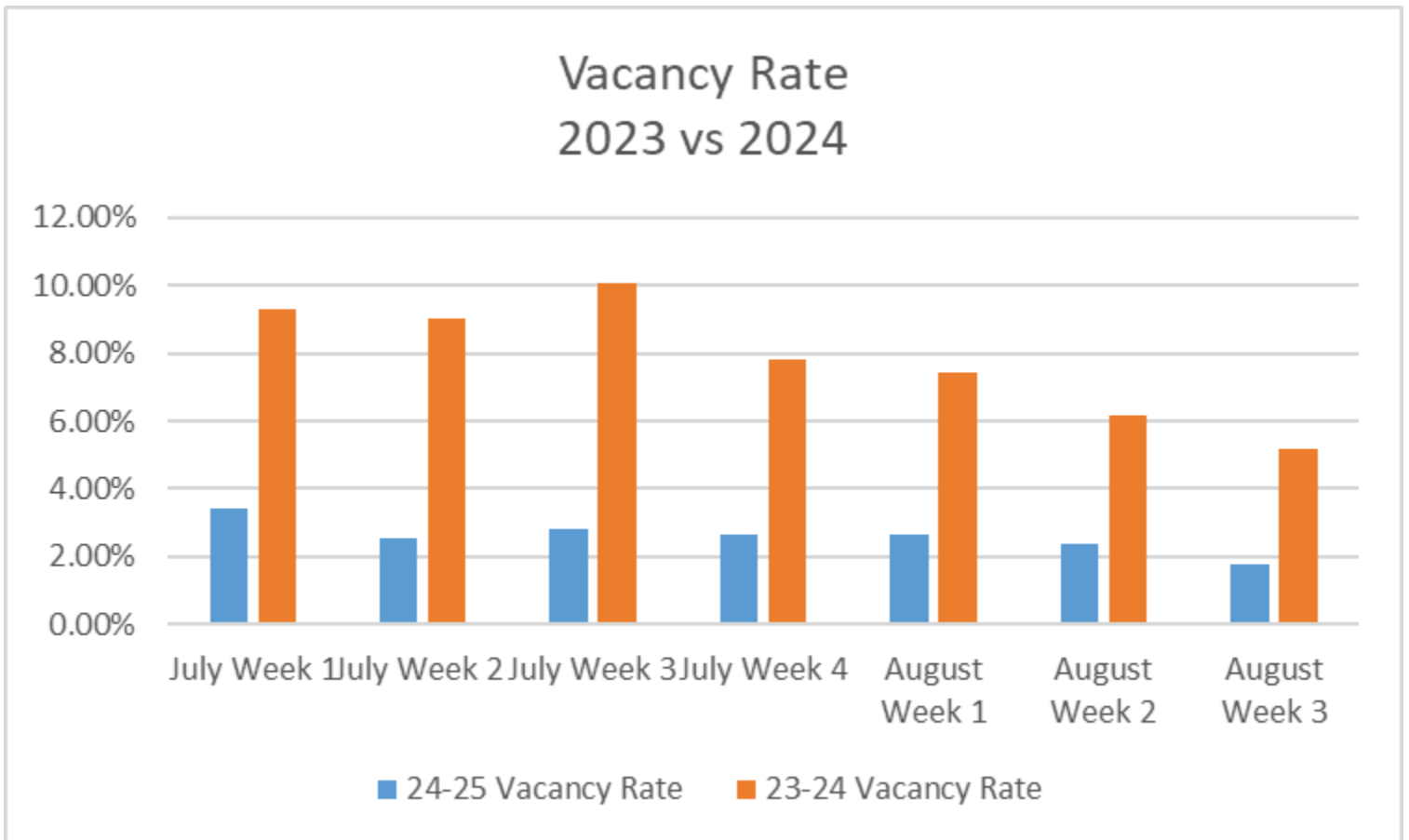
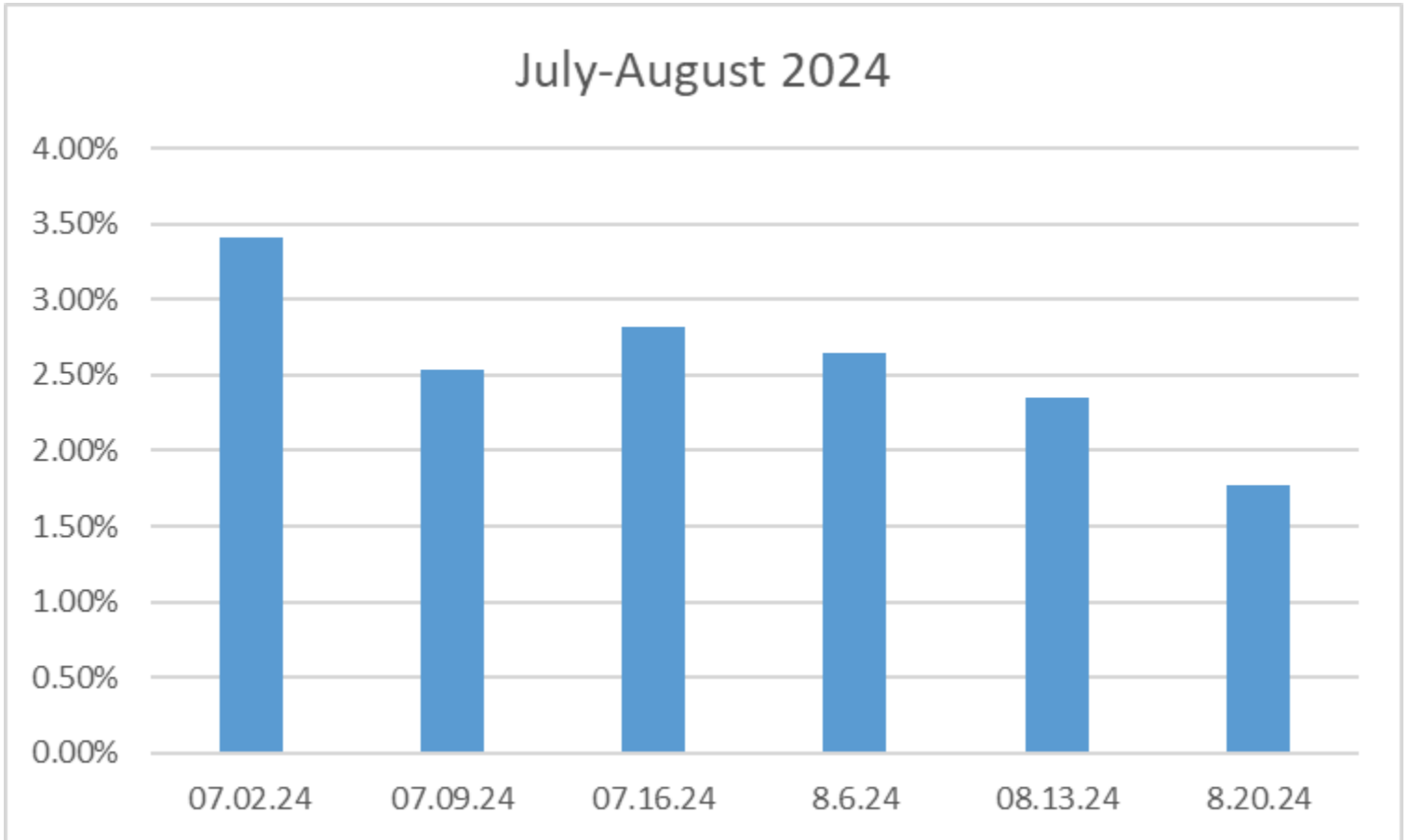
6. Old or Unfinished Business

None

7. New Business

7.1 Vacancy Report

We reviewed the weekly Vacancy Report which compares week to week changes:



7.2 Building Substitutes for the 24-25 Academic Years

The District's building substitutes play a vital role in the success of the daily operation of our schools. The building substitute placements were served with members of the committee. The following vacancies were noted: West Milwaukee Intermediate School, Nathan Hale High School (one opening), Horace Mann Elementary School, and Special Education Intermediate Level and Special Education on the High School level.

7.3 Opening Day/New Teacher Day Preparedness for Upcoming Year (Timeline)

The HR Department will be active in our opening day and new teacher day programs. The team will have a table prior to the event to answer any questions returning or new teachers may have. We also will be sending out the final "Connection" newsletter to all new teachers which provides information and instruction guides on:

- Frontline Absence Management System
- Frontline Performance Management System
- Power Schools Mandatory Training
- Handbook Acknowledgement
- Skyward system - how to enter time off
- Weather related guide.

7.4 Interns for the Fall Semester

West Allis-West Milwaukee will be working with 11 interns for the fall semester. Students are from UW Whitewater, UWM, Marquette, and UW Stevens Point. The majority of the interns are preparing for careers on the elementary level but we do have a placement at West Intermediate School.

8. Items to be Considered for Future Discussion

None

9. Adjournment

The meeting adjourned at 5:42 p.m.