

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

November 19, 2024

5:30 p.m.

Zoom Meeting

1. Call to Order

The meeting was called to order at 5:33 p.m.

2. Roll Call

The following were present at the meeting:

- Brian Keller, Committee Chair
- Brendan Burns, Committee Vice Chair
- 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 J. Carr, second by B. Keller to approve the minutes of the October 15, 2024, meeting.

5. Public Comments

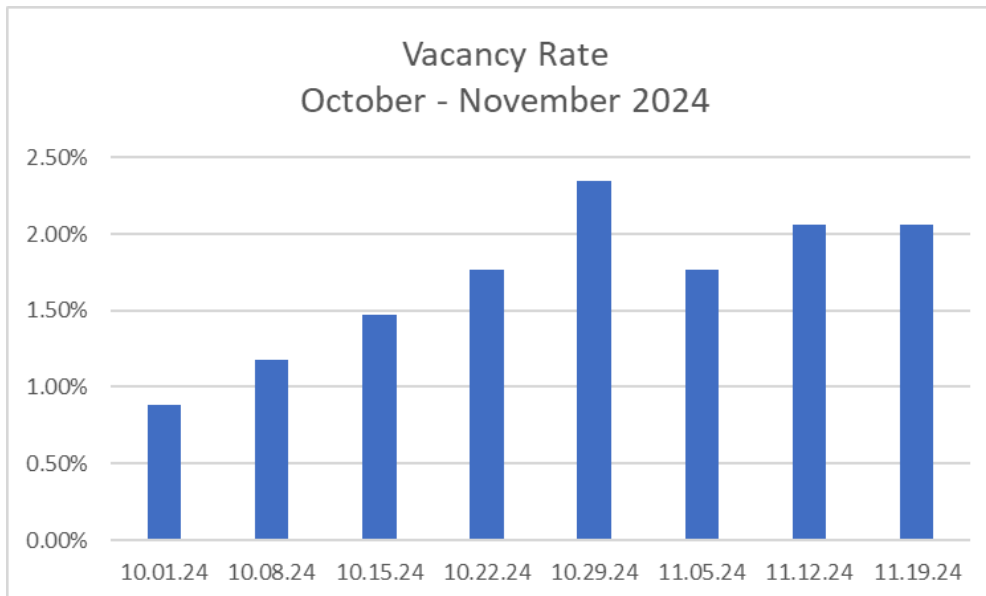
None

6. Old or Unfinished Business

None

7. New Business:

7.1. Vacancy Report



7.2. Fall Intern Update

We had eleven interns attend our Snacks with the Sup last Wednesday. We reviewed the four (4) different types of positions that are available for the Spring Semester:

- Teaching Vacancy:
 - fill a position currently vacant
 - Renewing contract
 - Full Benefits
 - Regular starting wage
- District Semester Substitute
 - Similar to a Building/Long Term Sub
 - Limited term contract
 - full benefits
 - regular starting salary
 - will work to find a regular position for the 25-26 academic year
- Long Term Substitute
 - Non-contract
 - filling in for a leave of absence
 - higher wage
- Regular Sub Pool
 - Non-contract
 - Select daily available assignments
 - regular rate of pay

Zach is working with these individuals to be placed asap.

7.3. Spring Intern Process

- We have 28 applicants
- 4 who have a SPED concentration at secondary level
- Zach working on placing all 28 applicants

7.4. Winter Job Fair

- Job Fair are just being announced
- staff member and a member of leadership and learning will attend

7.5. New Employee Orientation

- First one held last Friday
- Will be held monthly on the second Friday of each month
- Playing catch up until February
- New hires are assigned a date during the offer process
- Feedback has been positive

8. Items to be Considered for Future Discussion

- J. Carr suggested that the Committee begin to address Substitute Compensation and strategies to attract and retain more substitutes. It was agreed that:
 - M. Marshall will pull a list of active substitute including the # of years of service with the District
 - J. Carr will research area district practices
 - Consider a “Steps/Lane” model
 - Incorporate “stay” incentives

9. Adjournment

The meeting adjourned at 5:59 p.m.