

**Minutes of Personnel/Negotiations Committee
The Board of Trustees
Gull Lake Community Schools**

A PERSONNEL/NEGOTIATIONS COMMITTEE meeting of the Board of Trustees of Gull Lake Community Schools was held on the 10th day of December 2024, beginning at 7:30 AM in the Christopher L. Rundle Administration Building.

Roll Call: Deputy Superintendent Lisa Anderson, Superintendent Christopher Rundle, Eddie Keene, Laura Zervic, Carole Mendez (via phone)

Guests: Jeff Rahmberg, Audra Misner

1. Public Comments: None

2. Approve Draft Minutes: The November 15, 2024 Open and Closed Minutes were approved.

3. Rahmberg Market Analysis

Jeff Rahmberg presented a Market Analysis that compares Teacher and Administrative Salary Schedules within our Universe Group apart from Hamilton Community Schools. The Committee discussed Teacher Salary Schedules and how Gull Lake compared to the Universe Group. They discussed BA, MA, Fund Balance, Staff to Student Ratios, Staffing Positions, and Support Services.

The Committee reviewed the Administrative Survey Market Data within our Universe Group; each school district has different organizational charts, so the comparison is complicated. The goal is to implement an Administrative Salary Schedule that includes a pay schedule with steps as salary schedules are required for the Office of Retirement Services. Jeff recommends preparing a salary schedule for Administrators.

The Committee requested Jeff organize and analyze the data to understand how other districts allocate their expenditures. The Committee needs to review both teachers and administrators' salaries to look at the impact and be equitable. The future goal is to be able to make a recommendation for the Finance Committee to approve.

4. Closed Session Under Section 8(1)(c) of the Open Meetings Act – Collective Bargaining

At 9:15 a.m. it was moved by Treasurer Zervic and supported by Trustee Keene to go into closed session pursuant to Section 8(1)(c) of the Michigan Open Meetings Acts, MCL 15.268(c) to consider Collective Bargaining. Motion passed unanimously.

At 9:19 a.m. the Committee reconvened in open session.

5. Business Office Staffing

Superintendent Rundle presented the following Business Office Staffing changes to the Committee:

- Amanda McElroy – Director of Business Services
- Shalon O'Brien – Payroll Manager
- Vacant – Accounting/Payroll Specialist
- Melisa Cloud – A/P & Purchasing Assistant

All Business Office job descriptions will be updated, and the department will be meeting to discuss roles and responsibilities this week. The Committee agreed to the recommendation.

6. AACC/Community Education Update

This agenda was tabled due to time constraints.

7. Administrator Wage Recommendation

Superintendent Rundle presented a Wage Recommendation for Courtney Boyce to the Committee. At the beginning of the school year, Courtney took over the Administrative roles of the Preschool and GSRP Programs. In December, she took over the Administrative role of AACC. The recommendation is a stipend in the amount of \$15,000. The Committee agreed to the recommendation.

8. Transportation Update

This agenda item was tabled due to time constraints.

9. Open Positions

The Committee reviewed the open staffing positions.

10. Next Meeting: January 14, 2025 @ 7:30 a.m.