

**Red Wing Public Schools**  
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**DRAFT School Board Meeting Agenda Item**

Topic: Program Directors and Supervisors Terms and Conditions of Employment  
Contact(s):  
Presenter(s): Karsten Anderson and Jackie Paradis

Nature of Action Requested by Board

Board action   
Board information or scheduled report

Background Information

On multiple occasions, the Personnel Committee reviewed recommendations by the administrative team for the Program Directors and Supervisors Terms and Conditions of Employment. Highlights:

- The previous controlling document also included Non-Classified Personnel. Because of differing responsibilities, pay, and benefits, the groups were split to make the document simpler to read.
- Due to changes in responsibilities, the Human Resources Manager position description was rebanded and placed accordingly.
- Cost-of-living increases on schedule: 1<sup>st</sup> year = 1%, 2<sup>nd</sup> year = 0%
- Pay differentials increased due to background
- Increase in vacation allotment due to exempt status
- Other changes as shown in redline version

Alan Gaylor was hired when the terms and conditions had not yet been set for the position of Director of Buildings and Grounds, so a group and step placement is needed.

Recommendations

I move to approve the Program Directors and Supervisors Terms and Conditions of Employment as presented.

I move to place Alan Gaylor at Group B, Step 13 beginning on his first day of employment as the Director of Buildings and Grounds.

