

Minutes of Personnel Committee

The Board of Trustees Red Wing Public Schools - ISD 256

A Personnel Committee of the Board of Trustees of Red Wing Public Schools - ISD 256 was held Monday, February 1, 2021, beginning at 3:45 PM via Google Meets

1. Introduction
 - 1.1. Call to Order and Roll Call

Holly Tauer and Jennifer Tift were the board members present. Karsten Anderson was the district official present.
Pam Roe joined the meeting.
 - 1.2. Meeting Agenda

The meeting agenda was available for review.
2. Business Items
 - 2.1. E-Learning Plan

Building and district administrators proposed the adoption of an E-Learning Plan to provide up to five E-Learning Days per year beginning in 2021-22. A first draft was shared with the committee. After consulting with teachers, administrators will present a plan for approval by the school board. Jen Grove will lead the development of the E-Learning Plan.
 - 2.2. Employee Reporting Procedures During Emergencies

The committee approved the "Employee Responsibilities During Emergencies" document to be presented to the School Board for approval.
 - 2.3. Human Resources Update

Amy French, Human Resources Manager provided the updates and recommendations on the hiring of 2-4 additional permanent substitute teachers; the monthly report from Teachers on Call (TOC); a possible MOU with the Teachers Union to increase pay for personal leave not carried over from 2020-21 to 2021-22, and a possible MOU with support personnel to increase pay for unused personal leave at the end of the 2020-21 school year.
The committee recommends to the school board the authority for the hiring of an additional 2-4 more permanent substitutes for the remainder of the 2020-21 school year.
The committee recommends further discussion with teachers and support personnel about possible Memoranda of Understanding with teachers and support personnel for payment of unused personal leave.
 - 2.4. Organizational Chart

Superintendent Anderson presented an updated organizational chart. The committee approved the updated organizational chart as an appendix to the Employee Handbook.
 - 2.5. Strength and Conditioning Coach

Paul Hartman, Activities Director presented a proposal for a Strength and Conditioning Coach.
 - 2.6. District Office Receptionist

Jackie Paradis, Business Manager presented changes to the District Office Receptionist position to provide additional support to multiple individuals in the district office.

2.7. Other Issues

No other issues were discussed.

3. Next Meeting and Adjournment

3.1. Next Meet

The next regular meeting will be Monday, March 8, 2021 at 3:45pm

3.2. Adjournment

The meeting adjourned at approximately 4:57p.m.