

NOTICE

**SCHOOL DISTRICT OF NEW GLARUS
BOARD OF EDUCATION
HANDBOOK & PERSONNEL COMMITTEE MEETING
MONDAY, MARCH 13, 2017
HS CONFERENCE ROOM
6:45 PM**

AGENDA

- | | |
|-----------------------------------------------------|---|
| I. CALL MEETING TO ORDER - KARI MORRISON | |
| II. SICK LEAVE BANK | 2 |
| III. EVALUATION CYCLE FOR NEW TEACHERS | 3 |
| IV. MENTORING FOR NEW TEACHERS | |
| V. CASH-IN-LIEU-REQUIREMENT TO HAVE OTHER INSURANCE | 4 |
| VI. ADJOURN | |

POSTED :

NG HIGH SCHOOL
NG MIDDLE SCHOOL
NG ELEMENTARY SCHOOL
NG POST OFFICE
BANK OF NEW GLARUS
UB&T BANK OF NEW GLARUS
ANCHOR BANK OF NEW GLARUS

PURSUANT TO APPLICABLE LAW, NOTICE IS HEREBY GIVEN THAT A QUORUM OR A MAJORITY OF THE NEW GLARUS SCHOOL DISTRICT BOARD MEMBERS MAY ATTEND THIS MEETING. INFORMATION PRESENTED AT THIS MEETING MAY HELP FORM THE RATIONALE BEHIND FUTURE ACTIONS THAT MAY BE TAKEN BY THE NEW GLARUS SCHOOL DISTRICT BOARD.

10.07 Sick Leave Bank

The District will maintain a Sick Leave Bank to provide for critical illness (this could include a serious illness, surgery or other medical conditions requiring hospitalization) or injury of the employee or employee's spouse or child. The following are the terms for the program:

A. Donation of Days

1. Employees shall indicate to the Human Resources Director no later than May 30th of the school year if they wish to contribute a (one) sick day to the Sick Leave Bank.
2. All donations of sick days to the Sick Leave Bank are permanent.
3. Donated days will be credited to the Sick Leave Bank effective July 1st.

B. Eligibility

1. Exhaustion of all accrued sick and personal paid time off available.
2. Missing at least 10 working days due to disability, or treatments related to a critical illness or injury.
3. The employee must otherwise qualify for sick leave usage.
4. Sick Leave Bank eligibility shall cease if the employee becomes eligible for long-term disability at any time during his/her absence.
5. No employee shall withdraw more than a total of 20 contract or assignment days of donated leave from the Sick Leave Bank per calendar year or exceed the number of days available in the Sick Leave Bank.

C. Request Process

1. Request the Sick Leave Bank Request Form from the Human Resource Director.
2. Submit a completed form to the Human Resource Director accompanied by a doctor's report identifying the critical illness, injury or disability, verifying the inability to work and the probable duration of the illness or disability.
3. Review and approval will be done by the Human Resource Director, the applicable supervisor and the District Administrator. All decisions are final.

SECTION 2 - TEACHER SUPERVISION AND EVALUATION

2.01 General Provisions

Evaluations will follow the Wisconsin Educator Effectiveness requirements. New staff with 3 or less years of experience will be evaluated every year for the 1st three years and be assigned a mentor for the first 2 years in the district. New staff with 4-5 years of experience will be evaluated every year for the 1st two years and be assigned a mentor for the first year in the district. New staff with more than 5 years of experience will be evaluated the first year and be assigned a mentor for the first year in the district. After the initial evaluations, the regular schedule will be followed. The mentor will receive a mentor day for their services.

18.07 In Lieu of Health Insurance

Employees who are eligible for the District's health insurance and choose to decline the District provided health insurance plan as listed because of other coverage, shall receive cash payment of \$200 per month. The cash compensation amount shall be paid to the employee as additional taxable earnings which are not subject to Wisconsin Retirement System (WRS) contributions to the extent permitted by WRS rule or law, with the appropriate employee F.I.C.A., state and federal taxes deducted from the employee's payroll check.