

**Board of Education
COMMITTEE REPORTS
Port Washington-Saukville School District
District Office Conference Room
Monday, October 18, 2021**

Building and Grounds Committee

6:00-6:30 p.m.

Committee Members Present: Brian McCutcheon, Brenda Fritsch, Doug Mueller
Committee Members Excused: Brian Stevens
Other Board Members Present: Yvonne Klotz
Others Present: Mel Nettesheim, Bill Schanen IV

The meeting was called to order by B. McCutcheon at 6:00 p.m.

B. McCutcheon called for nominations for Committee Chair and Vice Chair. The Committee selected B. McCutcheon as Committee Chair and D. Mueller as Vice-Chair.

Review of 5-Year Capital Improvement Plan Outline: Mel Nettesheim and Steve Guthrie will be meeting with building heads about capital improvement needs for the next 3-5 years. Once a map of a 3-5 year plan is established, it will be shared with the Building and Grounds Committee. The Committee will then determine how much to spend per year on capital improvements, and which funds will be utilized for these improvements.

Adjourn: B. Fritsch, seconded by B. McCutcheon, moved to adjourn at 6:30 p.m. Voice vote: all Aye. Motion passed unanimously.

Finance Committee

6:31-7:13 p.m.

Committee Members Present: Doug Mueller, Yvonne Klotz, Matt Uselding
Committee Members Excused: Brian Stevens
Other Board Members Present: Brenda Fritsch, Brian McCutcheon
Others Present: Mel Nettesheim, Bill Schanen IV

The meeting was called to order by D. Mueller at 6:31 p.m.

D. Mueller called for nominations for Committee Chair and Vice Chair. The Committee selected M. Uselding as Committee Chair and Y. Klotz as Vice-Chair.

Budget Update: The Committee compared this year's revised budget and tax levy to last year's budget and tax levy, with M. Nettesheim explaining the differences in state funding, student costs, and the tax levy between the two school years. M. Nettesheim also discussed how the District can utilize/increase Fund 80 to enhance community programming through the hiring of an activity coordinator to manage community programming, space rental, fee schedules, and costs. The Committee agreed to add an activity coordinator position to Fund 80 in the 2021-22 revised budget.

Adjourn: D. Mueller, seconded by M. Uselding, moved to adjourn at 7:13 p.m. Voice vote: all Aye. Motion passed unanimously.

Human Resources Committee

7:13-7:40 p.m.

Committee Members Present: Brenda Fritsch, Sara McCutcheon, Brian McCutcheon, Matt Uselding

Committee Members Excused: None

Other Board Members Present: Yvonne Klotz

Others Present: Mel Nettesheim

The meeting was called to order by Committee Chair B. Fritsch at 7:13 p.m.

Review of Revised Employee Manual: M. Nettesheim reported that she has received great feedback from the District HR sub-committee, which is comprised of 28 staff members representing all employee groups. The District HR sub-committee recommended updates to the employee manual language, clarification on health insurance benefits, more transparency, and updated pay scales. M. Nettesheim demonstrated how links to additional topic-specific information will be used to reduce the overall size of the manual, which increasing ease of use.

Review of New Pay Scales: M. Nettesheim is researching comparable/North Shore district pay scales for various positions. She is in the process of adding and/or expanding pay scales so that the employee manual includes pay scales for all employees (full-time, part-time, hourly, temporary, etc.)

Adjourn: B. McCutcheon, seconded by M. Uselding, moved to adjourn at 7:40 p.m. Voice vote: all Aye. Motion passed unanimously.