

**Board of Education
COMMITTEE REPORT
Port Washington-Saukville School District
District Office Conference Room
Monday, November 8, 2021**

Extracurricular Programs Committee

6:02-6:27 p.m.

Committee Members Present: Danielle Bartlein, Brian McCutcheon, Kelly O'Connell-Perket
Committee Members Excused: Sara McCutcheon
Others Present: Mel Nettesheim, Sandy Crain, Bill Schanen IV

The meeting was called to order by K. O'Connell-Perket at 6:02 p.m.

B. McCutcheon called for nominations for Extracurricular Programs Committee Chair and Vice-Chair. The Committee selected D. Bartlein as Committee Chair and K. O'Connell-Perket as Vice-Chair.

Discussion on Community-Based Activities and Possible Community Coordinator Position: M. Nettesheim reviewed her recent District-Wide In-Touch Group meeting and her meeting with the City of Port Washington mayor and city administrator. The Committee discussed the proposed Community Coordinator position in relation to the District's community engagement needs, programming/scheduling needs for facility use by community groups, and updating the District's facility use policies/guidelines. The proposed timeline for Board action, posting, and hiring was also discussed.

Adjourn: K. O'Connell-Perket, seconded by D. Bartlein moved to adjourn at 6:27 p.m. Voice vote: all Aye. Motion passed unanimously.

Human Resources Committee

6:30-7:55 p.m.

Committee Members Present: Brenda Fritsch, Brian McCutcheon, Matthew Uselding
Committee Members Excused: Sara McCutcheon
Other Board Members Present: Danielle Bartlein, Kelly O'Connell-Perket
Others Present: Mel Nettesheim, Dave Watkins, Sandy Crain

The meeting was called to order by Committee Chair B. Fritsch at 6:30 p.m.

Update on Timeline for Negotiations for Teacher Salary Increases: The Board Human Resources Committee will meet with the Port Washington-Saukville Education Association teacher group in regard to teacher negotiations on November 15th at 5:30 p.m.

Review of Updated Employee Manual and New Pay Scales: The Committee continued their work in this area by reviewing the most recent changes to the updated employee manual related to employment procedures and employee benefits. Proposed new pay scales by employee group were also discussed, based on competitive pay rates to neighboring districts and similar-sized districts.

Review Draft Human Resources Coordinator Job Description: The Committee received an update on the discussions that took place at the recent District HR sub-committee meeting. They then discussed and reviewed the proposed job description and pay range for the new Human Resources Coordinator. The Committee agreed that the new position should go to the full Board for possible approval on November 15th.

Review Revised Hiring Procedures Administrative Guidelines 3120 and 4120: The Committee reviewed recommended updated hiring procedures guidelines, and approved the guidelines moving forward for approval at the November 15th regular Board meeting.

Adjourn: B. Fritsch, seconded by B. McCutcheon, moved to adjourn at 7:55 p.m. Voice vote: all Aye. Motion passed unanimously.