

Board Meeting Update
October 18, 2021, 2021 Regular Board Meeting

Board News

Joe Van De Voort was elected by the Board to complete Gabe Lind's term of office.

Student News

Students of the Month at PhMS: Dexter Dabler (6), Natalie Grzywnowicz (7), and Anna Belan (8).

The following items were approved during the open session of the October 18, 2021 Regular Board of Education Meeting:

- A. Approved motion to continue with Return to Learn Plan A per administrative recommendation including cooperation with the Price County Health Department on quarantines. Masking is parental decision.
- B. Approved Employee Handbook revisions attached.
- C. Approved 1.5% salary increase for PEA members.
- D. Approved Heartland Business Systems Services Contract for \$20,000.00.
- E. Approved final invoice for bus garage renovation of \$51,329.00
- F. Approved purchase of IC International 66-Passenger gasoline bus for \$90,388.50.
- G. Approved personnel report
 - 1. Approved hiring Lauren Lenz as special education aide.
 - 2. Approved renewal of non-faculty/staff extracurricular contracts for Tim Brown, Varsity wrestling coach; Joe Grapa, Asst wrestling coach, Josh Upson, middle school asst. Wrestling coach, and TJ Podmolik, middle school boys assistant basketball coach.
 - 3. Approved resignation of Caroline Corbett, PES yearbook advisor and Kellyn Homa, paraprofessional
- H. Approved minutes from September 20 and October 7, 2021 board meetings
- I. Approved bills from September, 2021.

The following items were approved following the closed session of the October 18, 2021 Regular Board of Education Meeting.

None

Next Meeting:

November 15, 2021 - Regular Board Meeting

HANDBOOK REVISION PROPOSALS FOR 2021-2022

Add to section **3.3 Separation from Employment**

Termination: Employment may be terminated upon a majority vote of the full membership of the Board of Education. In such cases, the Board shall abide by its applicable policies and such terms as may be set forth in an individual contract.

Resignation: A professional staff member may resign in accordance with the terms of his/her individual contract.

An administrator may resign by filing a written resignation with the District Administrator.

A support staff member may resign by filing a written resignation with the District Administrator.

The District Administrator may act for the Board in the acceptance of a resignation.

Employees who terminate their employment with at least ten (10) working days written notice will not be allowed to use any earned vacation, personal time or discretionary holiday pay once received by the District Administrator. If an employee has overused the holiday, sick, or vacation time earned, the employee will have an amount equal to the value of that overused leave withheld from his or her last paycheck. The District's obligation to pay its share of the employee's insurance benefits will terminate at the end of the month in which the employee works his/her last day.

Add Liquidated damages policies in this area section 3.3.1

4.10.4 SEVERANCE/PAID TIME OFF (PTO) LEAVE PAYOUT

Employees will be paid for accumulated paid leave days upon resignation or retirement according to the following conditions:

1. To receive severance/PTO payout upon resignation, a 30 day notice prior to the effective date of the resignation must be made to the administration in writing by the employee, unless agreed to by both parties.
2. Employees who are terminated for cause are not eligible for PTO payout.
3. One hundred percent (100%) of unused PTO, may count towards paid leave payout.
4. PTO payout may be collected only if the employee leaves after a minimum of ten (10) years of continuous service with the District as a regular full-time or regular part-time employee.
5. Each PTO payout day accumulated will be paid out at a rate of 25% of daily rate for support staff.

6. In case of the death of an employee who has accumulated PTO, the benefit would be paid to their surviving spouse or estate.

6.1 Paid Vacation

All nine (9) month employees: None.

All full-time twelve (12) month employees as follows:

- Less than two (2) years of service: Five (5) days vacation awarded on the first day of hire (One (1) day vacation for each two (2) months worked, not to exceed five (5) working days.)
- Two (2) to ten (10) years service: Two (2) weeks vacation.
- Ten (10) to fourteen (14) years service: Three (3) weeks vacation.
- Beyond fifteen (15) years of service: Four (4) weeks vacation.

No vacation carry forward will be allowed.

Vacations shall be taken in the year in which vacation is earned, between July 1st and June 30th except upon prior arrangement with the supervisor.

Ref. Board Policy 542.4 Paid Vacations