

BlueSky Charter School
HR Committee Meeting
Tuesday, November 4, 2014
10:00 AM

Members present: Jim Stocco, Jodi Fuchs Helder, Angie Rackstraw, Amy Anderson, Amy Larsen, Sally Spreeman

1. Time-Off Plans

The Committee discussed the time-off changes since it's been several months since these were discussed. The group wanted to be consistent as possible and to not distinguish between old and new staff. The Committee is recommending the following changes to the staff time off plans:

Licensed Staff: Add one additional personal day for two personal days total during the school year. Accrual of sick time remains the same. Payout of sick time upon employee termination with two weeks' notice will be at 25% of accumulated hours. Employees can choose to have payout in final paycheck, an HSA account if eligible or retirement account.

Administrators: Eliminate personal days. Accrual of sick time remains the same. Accrual of vacation hours remains the same. Payout of vacation time upon employee termination with two weeks' notice will be 50% of accumulated hours. Employees can choose to have payout in final paycheck, an HSA account if eligible or retirement account.

Non-Licensed Staff: Eligible to accrue separate bank of sick hours at the same rate as licensed staff and administrators. Sick hours are not eligible for payout at termination. Vacation can accrue up to 240 hours. Non-licensed staff at 220 days accrue 5 days per year in vacation, staff at 240 days accrue 10 days per year and staff at 260 days accrue 15 days per year. Payout of vacation time upon employee termination with two weeks' notice will be 25% of accumulated hours. Employees can choose to have payout in final paycheck, an HSA account if eligible or retirement account.

Spreeman inquired when to make these changes effective as licensed staff have asked if there will be an increase in personal days this year and two non-licensed staff do not have formal time off-plans yet since they work less than 260 days. The group determined the board could decide on when to make these changes effective.

2. 2015 Medical/Dental Insurance Rates

Spreeman shared with the 2015 medical insurance plans and rates. There was some price increase for the top tier plan but the least expensive plan that BSO budgets for only increased by \$ 1.36 per month. Overall the PEIP plan had an average 2.4% increase. There will be a PEIP representative at BSO before the staff meeting on Wednesday to review the plan details. Spreeman will share with staff all of the medical/dental handouts and forms in a Google folder.

Spreeman shared that BSO staff are now able to participate in an Employee Assistance Program through the school's disability insurance provider. Brochures on this service will be distributed to all staff.

6. Adjourn

Future Meetings/Events Below: