



## HR Committee Agenda

December 15, 2022 at 2:30pm

Join Zoom Meeting

<https://blueskyschool-org.zoom.us/j/91080466809?pwd=MTlwV1ZFd1hmazNzMkdGSnJsbGs3QT09>

Meeting ID: 910 8046 6809

Passcode: 351460

Attendance: John Mizuer, Julie Johnson, Dave Bjorklund, Amy Larsen, Dawn Mensing, Gaia Buttweiler, Carla Anderson-Diekmann, Jodi Helder, Heather Novak, Heidi Housh

### **Agenda:**

#### 1) Staffing Updates

##### a) Special Education Teacher

##### i) Extended an offer to Cassandra Ayub

(1) Starting new hire orientation Monday, December 19

##### b) Hiring another EA

##### i) Katie Shealy was rehired

##### ii) Looking for another EA to help with RR and Student Support plans

(1) In the process of scheduling an interview with a couple of candidates the first week in January

#### 2) Substitute Program

##### a) Held our final Sub Committee meeting on December 6th

- i) There will be a follow up meeting at the end of the year to evaluate process and feedback
- ii) Created a Substitute Process document with resources and expectations for staff.

3) HR - Staff Google Drive

- a) One stop shop for all staff resources HR related
- b) [Link](#) to the shared drive
  - i) Before the next meeting on January 19th Leslie is asking the committee to review the folder and provide any suggestions for resources that should be uploaded or if there is a better way to organize the drive.

4) Questions/Comments

- a) Talk about benefits before the end of the year to have more discussion on what different benefit options the committee would like to have available for staff in 2024.

Upcoming Meeting Times:

January 19

February 16

March 16

April 20

May 18