



HR Committee Agenda

September 20, 2023 at 3:00pm

Join Zoom Meeting

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

Meeting ID: 910 8046 6809

Passcode: 351460

Attendance: Heather Novak, John Mizuer, David Bjorklund, Julie Johnson, Amy Larsen, Jim, Dawn Mensing, Gaia Buttweiler, Cathay Parker, Heidi Housh, Amy Chicoine, Mandy Kasowicz, Danille Sanders, Sarah Miner, Danielle Fackler, Gabra Lokken, Darren Sonestahl, Carla AD,

Committee Charge: Creating practices to recruit highly qualified staff and retain staff. Review and update the staff handbook to reflect best practices within BlueSky regarding employment issues.

Agenda:

- 1) 23-24 School Year Goals:
 - a) Health Insurance Bidding
 - i) Process has started
 - ii) BlueSky received the premium rate from PEIP for 2024. The rate was just under a 5% increase from 2023.
 - (1) Information was sent to Jenny Wiederhold who is BlueSky's benefit advisor through Krau-Anderson Insurance
 - (2) Hoping to schedule a meeting with Jenny soon to discuss different carrier bids.

- iii) Benefit Satisfaction Survey [responses](#) for what changes staff.
Time off is also included on this document.

- (1) Major take aways:

- (a) Lower premium rates
 - (b) More affordable family plans
 - (c) Easier referral process

- b) Steps and Lanes Pay Scale

- i) This will be discussed more in December/January

- (1) Will compare other charter school pay charts and make adjustments to be more in line with cost of living

- (2) Will look at adding additional lanes

- (3) The Finance Committee along with the HR Committee will make recommendations for The Board for the FY25 budget.

- (a) Suggestion: Look at possibly evaluating the steps and lanes every other year versus 3 years.

- (i) It was set for 3 years because of the education projection from the state.

- (4) Suggestions from the Committee:

- (a) Adding additional lanes between MA+30 and PHD

- (b) Look at specific certifications within the industry

- (c) Add additional steps beyond 23+

- (d) Mandy Kasowicz will connect with other charter schools in her network to see what their pay scales look like

- (e) If other committee members are able to reach out to their connections so that we can have more pay scales to compare that would be helpful.

- c) Time Off for 181 and 191 staff

- i) Suggested making the adjustment to starting off the school year with 3 personal days and allowing staff to carry over days from year to year.

- (1) Converting sick time to personal days is still in effect for the 23-24 school year, but will be discontinued the 24-25 school year.

- (2) Comments from Committee:

(a) Some staff felt like a benefit was taken away because of the removal of the conversion of sick time into personal days. Veteran staff who are at the cap of sick hours are just losing time off hours.

(3) What is the reason 181-191 day staff accrue 2 days at the beginning of the school year and other staff accrue vacation time?

(a) Because of the amount of days the staff work and 181-191 have longer break periods scheduled into their employee agreement.

(b) Could there be an accrual of personal time? - Leslie will take a look at calculating this

d) Handbook review

i) As items come up and/or when policies are revised

(1) Look at the pay out of 25% of sick time and make sure there is consistency and fairness across different positions/departments.

(2) Have a time the committee can meet during the summer to help review policies and updates to the handbook before August retreat.

e) Staff Recognition

i) Incentive drawing

(1) Include a Starburst Award - for those who are not drawn

(2) Be more clear to new staff on what the incentive drawing is

(3) How long do we do the incentive drawing until we change it up?

(a) Suggestion: instead of the incentive drawing, put all names in a hat and have an online spinner for each semester and then drawing.

(i) If in doing this would this eliminate the integrity/purpose of the initial reasoning for implementing the incentive drawing?

1. A big reason for the incentive drawing was to encourage staff to volunteer more for events and go above and

beyond their day to day position, but now there is a policy in the handbook that staff need to part-take in student activities. Other initiatives have been put in place like the mentor program/stipend as well.

(b) Maybe there could be a drawing like this for longevity people at the end of the school year

- ii) Department recognition days
- iii) Recognize Boomerang staff

f) Thoughts on HR Committee meeting times?

- i) Is the third Wednesday of the month at 3pm okay? Do we need to meet monthly or quarterly?
- ii) Adding summer meeting time
 - (1) Chat in spring 2024 on a date for this
- iii) Minutes sign-up sheet
 - (1) Leslie will send a minute sign-up sheet for committee members to take minutes during committee meetings.

Upcoming Meeting Times: