



## HR Committee Agenda

April 8, 2024 at 3:00pm

Join Zoom Meeting

<https://blueskyschool-org.zoom.us/j/93440296302?pwd=YXQrM29FSWhVZ1dZMGdHdVd4c2Ftdz09>

Meeting ID: 934 4029 6302

Passcode: 738384

Attendance: Emily Torvik, Amy Larsen, Danielle Sanders, Scott Brown, Christine Graupman, Darren Sonenstahl, Dawn Mensing, Heidi Housh, Gabra Lokken, Jodi Helder, Gaia Buttweiler, Heather Novak, Danielle Fackler, Carla Anderson-Diekmann, Gaia Buttweiler, Mandy Kasowicz, Dave Bjorklund, and Leslie Egner

**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) [Salary schedule budget scenarios](#)
  - a) Finance Committee recommends Scenario 5
    - i) This is shown on tab 3 'Scenario 5 - 3%'
      - (1) All staff receive about a 3% increase for the next 3 school years and there will not be additional education lanes added.
      - (2) There is not a capped salary stipend
      - (3) Staff whose salary is above where they fall within the scale will receive a 1.5% increase until they are in line with where they should be. This does not include capped salaries. This would apply to 7 current employees.
      - (4) The steps and lanes capped salary will only pertain to new hires starting salary. Anyone who is already on the steps

and lanes pay scale will receive a 3% increase even if they are over the salary cap for that year.

- b) Question on how years of experience is calculated
  - i) It is calculated by the number of completed teaching years
  - ii) Years of experience in the industry were taken into account for CTE teachers
- 2) Incentive Drawing Discussion
  - a) [Employee Handbook](#) pg 11
  - b) Does the committee recommend any changes for next school year?
    - i) Should we still allow staff to self nominate?
    - ii) Should employees be able to be selected more than once in a school year?
    - iii) There was some concern from the group about awkwardness in acknowledging accomplishments in a staff meeting setting.
      - (1) It was suggested to send out a survey to staff to gain feedback on how staff feel about the incentive drawing.
    - iv) The reasons for nominating someone would need to be edited
      - (1) For instance it is now expected that all staff part-take in one on-site student activity, which is new to the employee handbook this year. We are still working on the best way to track this, it was a trial run this school year since this expectation was new this year.
    - v) The overall consensus in the committee is that the recognition piece is more valuable than the monetary incentive.
    - vi) Leslie will research other ways to recognize staff and has asked HR Committee members to also think about other ways to recognize staff.
- 3) Employee Assistance Program (EAP)
  - a) [Staff - HR](#)
  - b) This benefit is available to all full-time staff as well as their immediate family.
  - c) Will include the EAP information in weekly updates and discuss this benefit at the August retreat.

**Upcoming Meeting Times:  
Monday, May 13th at 3pm**