



HR Committee Agenda

September 26, 2024

Join Zoom Meeting

<https://blueskyschool-org.zoom.us/j/99480426848?pwd=IAqT4Uq4Q0lLbSTefVJzDAIrBACWnU.1>

Meeting ID: 994 8042 6848

Passcode: 159679

Attendance: Christine Grapman, Billie Johnson, April Scharnberg, Danielle Sanders, Heidi Housh, John Mizuer, Emily Torvik, Dawn Mensing, Gabra Lokken, Amy Larsen, Danielle Fackler, Gaia Buttweiler, Molly Kinnamon, Cathy Parker, 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) Review [incentive program](#)
 - a) Suggested Changes/Edits
 - Keep the program, beneficial to recognize staff for their work
 - There Clearer distinction between providing incentives (tasks above and beyond job description) and recognition (acknowledgement of a job well done). What does “above and beyond” mean? Defining that better
 - Change nomination criteria so that people cannot nominate themselves
 - Change so staff can only receive incentive pay once a school year, but they can still be submitted and recognized for their work.
- 2) [Additional Incentive and Recognition Ideas](#)
 - a) Acknowledging staff birthdays and work anniversaries
 - i) Birthday postcards are being sent out already

- ii) Leslie will include work anniversaries in weekly updates
- b) Department Recognition
 - i) Can include in weekly update and on a social media post
 - 1) Can include department goals and accomplishments
 - 2) Can do this quarterly