

BlueSky Charter School
HR Committee Meeting
Wednesday, February 8, 2017
2:00 PM

Location:

Join meeting: [hr-committee](#)

1. **Call to Order**
2. **Roll Call** – Paula Forbes, Amy Larsen, **Sara Neu**, Jodi Helder, Angie Rackstraw, **David Bjorklund**, Dawn Mensing, John Mizeur, Julie Johnson, Dan Ondich

3. Agenda:

I. Discussion of bereavement leave policy

Neu indicated that the bereavement policy states that staff are allowed three days of bereavement leave for an immediate family member and one day for a grandparent. BlueSky has had a few instances where staff need more than the allotted time to attend out of state funerals, but did not have the personal time to take off any days past their bereavement days. Neu asked if the committee felt that we should change the bereavement policy to include more days or should we change the sick time policy to allow staff to use their sick time to add days to their bereavement leave.

The committee discussed both options, but the consensus was that changing the sick policy to include time to extend bereavement leave was preferred. Bjorklund suggested that the policy be that staff are allowed to take one day before the bereavement leave and one day after to accommodate travel times, etc. Johnson pointed out that the sick time policy states that sick time cannot be utilized within the first three months of employment. It was decided to leave the three month wait period in the policy, but that if a new employee has a death, an administrator could waive that in that instance.

Neu will draft a new sick time policy including the new verbiage and will bring it to the committee to review at the next meeting.

II. Cell Phone Reimbursement Policy

Ondich informed the committee that the tech committee is looking into updating the cell phone reimbursement policy as the old policy was written to mirror the e-rate that BlueSky received, however e-rate is now going away. The tech committee is looking at whether or not BlueSky wants to continue a cell phone reimbursement benefit and if so, what should the benefit be and how should it be calculated.

The committee agreed that the formula for determining the reimbursement amount should be

made simpler. The committee also requested that the tech committee look at the internet reimbursement benefit as well.

4. Recommendations

5. Adjourn

Future Meetings/Events Below:

Wednesday, March 8, 2017