

**POLICY AND PERSONNEL COMMITTEE  
SCHOOL DISTRICT OF BELOIT**

**May 9, 2017**

**1. CALL TO ORDER**

The Policy and Personnel Committee was called to order by Dennis Baskin, Chair at 5:09 p.m. at the Kolak Education Center, Room 106, Superintendent's Conference Room.

Members present: Lisa Anderson-Levy and Kris Klobucar. Member excused:

Others present:

**2. APPROVAL OF THE AGENDA**

Anderson-Levy moved approval of the agenda. Seconded by Klobucar. Motion carried.

**3. APPROVAL OF APRIL COMMITTEE MINUTES**

Klobucar moved approval of the April 11 and 25, 2017 committee minutes. Seconded by Anderson-Levy. Motion carried.

**4. APPOINTMENT OF VICE CHAIR**

Baskin appointed Anderson-Levy to serve as vice chair.

**5. COMMITTEE APPOINTMENTS**

Baskin appointed Deetra Sallis to serve as the labor liaison and Dr. Tom Johnson to serve as the legislative liaison.

**6. EXIT INTERVIEWS RFP**

Sallis indicated that there were two proposals that were received. They were reviewed by Sallis and Merath. Their recommendation is to not go with either proposal as their proposals are not worth the money that they are asking as they are surveys only. There are additional fees for a face-to-face interviews.

Baskin opened the floor to Charles who stated that she clearly heard from the town hall and teachers that they want anonymous exit interviews. Anderson-Levy clarified with Sallis that when she started there were processes in her department that had gaps, if Human Resources can handle this and if these are the only companies providing this service. Sallis indicated there are other companies, however these are the only two who responded. She also explained how she has improved the process. Klobucar indicated she was inclined to wait and reassess this topic after data comes back from Sallis' improved process, new survey and having her report in three months and six months. Klobucar expressed concern with the amount of lag time by an outside company versus the district handling the survey. Anderson-Levy asked if other districts use third party exit interview services. Sallis indicated that it is not very common.

Klobucar moved to use the newly created survey and improved process, revisit data quarterly and re-evaluate exit interview service discussion in six months. Seconded by Anderson-Levy. Motion carried.

**7. POLICIES FOR SECOND READING**

Anderson-Levy asked Sallis if Robert's Rules are the only rules of order that board's follow. She indicated that boards can write their own. Charles indicated that she felt Robert's Rules should be followed in its entirety instead of pulling out a certain chapter of the rules. Klobucar indicated that



she also felt some of the wording should not be in policy. Board members discussed if the changes should be made, other rules should be followed, or if it should be discussed at a workshop.

Anderson-Levy moved to recommend to the full Board of Education the revisions as discussed with striking the two boxes and end of the second sentence of Policy 181 Rules of Order for final reading. Seconded by Klobucar. Motion carried.

Sallis explained the change to the policy. Klobucar moved to recommend to the full Board of Education the revisions of Policy 522.8 Dress Code for District Employees. Seconded by Anderson-Levy. Motion carried.

Sallis explained the changes will bring the policy into alignment with current practice. Charles questioned the principal's involvement in the interview process. Anderson-Levy moved to recommend to the full Board of Education the revisions of Policy 533 RULE 1 Professional Educator Recruitment/Selection Procedures for final reading. Seconded by Klobucar. Motion carried.

## **8. POSSIBLE PERSONNEL CLOSED SESSION ITEMS**

Klobucar indicated that L.S. from Aldrich/Fruzen has requested to be removed from the list after an interview and meeting with Sallis. Charles asked if job duties changed for the Coordinator of Facility Services to the Director of Facilities. Sallis indicated the position will now supervise staff. Baskin inquired about salary. Charles also felt that the salary was a little on the low side.

Klobucar moved to recommend the personnel recommendations – Exhibit A with the removal of L.S. from Aldrich/Fruzen to the full Board of Education for approval. Seconded by Anderson-Levy. Motion carried.

## **9. RECONVENE TO OPEN SESSION**

The committee did not go into closed session.

## **10. LABOR LIAISON UPDATES**

There were no labor liaison updates.

## **11. LEGISLATIVE UPDATE**

Johnson indicated that he has been trying to keep the board members up to date through emails with regard to what has been happening in Madison. It does look like there may be some things happening with the transportation budget in relation to the education budget. Most of the information currently is with regard to the biennial budget.

Merath shared that Amy Loudembach is looking for clarification on the 12% insurance question as well.

## **12. FUTURE ITEMS FOR DISCUSSION**

Anderson-Levy requested teacher incentives for longevity and living in Beloit as well as the item from the last personnel exhibit A. Klobucar asked to continue quarterly/semester BEA updates. Charles requested the Code of Conduct since it requires annual review and an elementary principal would like lower grade expectations. She suggested a reviewing committee. Anderson-Levy suggested the Code of Conduct start with Cabinet first.

## **13. ADJOURNMENT**

The meeting adjourned at 6:08 p.m.