

**MIDDLETON-CROSS PLAINS AREA SCHOOL DISTRICT**

**Teacher Employee Handbook Meeting  
District Administrative Center  
7106 South Avenue, Middleton, WI 53562**

**Committee Meeting Minutes  
Thursday, August 14, 2014**

The meeting began at 5:21 p.m.

**Present:** JoEllen Pauls, Sue Malliet, Jessie Moore, Kellie Collins, George Mavroulis, Don Johnson, Tabatha Gundrum, Sarah Pflasterer, Tricia Rodey, Jerry Moen, Brenda Weiss, Raelynn Boedell, and Board Representatives Ellen Lindgren, Bob Green and Annette Ashley (arrived at 6:00 p.m.)

**Not Present:** Kari Weiss

The meeting began with a quick comparison between levels and student contact minutes. George Mavroulis presented information on teacher workday and reviewed it with the committee.

Link: [https://www.youtube.com/watch?feature=player\\_detailpage&v=zAFIFgd9gkk#t=125](https://www.youtube.com/watch?feature=player_detailpage&v=zAFIFgd9gkk#t=125)

**1. Approval of Minutes from August 6 and August 7, 2014**

**MOVED** by JoEllen Pauls, **SECONDED** by Bob Green **to approve** the minutes for August 6, 2014 and August 7, 2014 handbook meetings. **Motion carried unanimously, 13-0.**

Link: [https://www.youtube.com/watch?feature=player\\_detailpage&v=zAFIFgd9gkk#t=608](https://www.youtube.com/watch?feature=player_detailpage&v=zAFIFgd9gkk#t=608)

**2. Review of Revised Items from Previous Meetings**

Below are the items that were reviewed:

Teacher Workday and Hours - George Mavroulis presented information on the teacher workday and reviewed it with the committee. The committee members had several questions about the time.

Filling of Vacancies - Tabatha will prepare the revised language for Filling of Vacancies and present that on Monday, August 18.

Salary Placement There was more discussion on the salary placement item and some of the committee members gave suggestions about recruiting and better ways to fill internal vacancies with seniority.

Several questions about distribution of materials and use of facilities were asked.

Parent-Teacher Conferences There were questions about the time use. Don reviewed the thought process behind the new language.

Non-Renewal The committee members asked administration to work on language to explain non-renewal and/or dismissal and discharge in the handbook. The committee asked about the appeals process for the non-renewal awareness phase. There was further discussion about the process, documents and document placement in the personnel file, peer coaches, qualifications for peer coaches, and being placed on the summative evaluation cycle language.

Just cause and cause standard were also discussed. The legal frame work was explained. Several other clarifying questions were asked about the process and the use of a Independent Hearing Officer.

Link : [https://www.youtube.com/watch?feature=player\\_detailpage&v=zAFIFgd9gkk#t=244](https://www.youtube.com/watch?feature=player_detailpage&v=zAFIFgd9gkk#t=244)

### **3. Review and Discussion of New Items**

Jill Gurtner, eSchool Principal, came to discuss the new language regarding the on-line teaching information for the handbook. Jill took a few minutes to explain the districts online services. The content changes are the points being reviewed and they included: State Statutes expectations and orientation, training paid by the district, course load, payments, and reimbursable leave for virtual teachers.

Tabatha explained the personnel benefits section changes. The majority of the language was removed. Tabatha touched on several of the items and the committee will review this more in depth at the August 18 meeting. The limiting personal days was discussed and the changes were reviewed. Tabatha explained that the format and structure has changed but there is no change to the benefit.

The Resolution of Differences section was modified to fit in the language with the Administrative Grievance Policy.

The Visitors to the Schools is being removed the handbook. This information can be found in the Administrative Policy #860.

Items removed due to language only needed in the contract:

- Terms of Agreement
- Impact of Judicial Decisions on the Status of the Agreement
- Contract Binding Signatories

Other items being removed:

- MOU Alteration of Workday
- 4K MOU

Link: [https://www.youtube.com/watch?feature=player\\_detailpage&v=zAFIFgd9gkk#t=4038](https://www.youtube.com/watch?feature=player_detailpage&v=zAFIFgd9gkk#t=4038)

Don asked for any other comments and questions. The committee members asked several questions and discussed some possible wording changes. Don then asked for questions from the audience. There was one question asked and discussed.

Don shared some housekeeping items regarding meeting locations and times coming up and planning for the board paperwork needs.

Link: [https://www.youtube.com/watch?feature=player\\_detailpage&v=zAFIFgd9gkk#t=7354](https://www.youtube.com/watch?feature=player_detailpage&v=zAFIFgd9gkk#t=7354)

The meeting ended at 7:53 p.m., Cheryl Janssen, Board Secretary