

Cochrane-Fountain City School District
Human Resource Committee Minutes
August 15, 2019

Karen Knospe, chair of the committee called the meeting to order at 5:30 p.m. in the High School Conference Room. Committee members present were, Karen Knospe, Kalene Engel and Rita Greshik. Others present included Michele Butler and Larry Cyrus

Review the Committee's Charge-The Human Resources Committee is charged with providing recommendations concerning the recruiting, hiring, training, compensating and retaining a highly qualified and diverse staff.

Review/consideration recommendation of list of Policies to consider; FMLA Policies We reviewed the Federal FMLA policy and the Wisconsin version and will recommend them for consideration to the full board.

Review/discussion of hiring process; Michele Butler report on the hiring process the school currently follows. A discussion followed.

Draft of employee handbook if reviewed for discussion/recommendation; Kalene reviewed the whole employee handbook with the committee. It was reported that Michele Butler and her office staff reviewed the draft and added information as needed. Following a discussion, the committee will recommend the drafted employee handbook to the full board for approval.

Salary/Wage Scales; The Superintendent is currently working on establishing a salary schedule. The salaries and budget work are progressing but not ready to be presented to committee yet.

Co and Extracurricular pay; This item was tabled until next time by the consensus of the committee.

Adjourn: Kalene Engel made a motion to adjourn at 9:16 p.m., seconded by Rita Greshik. Motion carried.