

Human Resource Meeting

February 2, 2017

1:30 pm

Minutes

Agenda item: Contracts

Attendees:

Tom, Dick,
John, Lauren,
Amy

Discussion:

- Compared Health plans of both Harvard and Anthem
- Decision was to stay with Harvard
 - There is an anticipated 3-5% increase in January
 - \$3000 deductible for staff - current plans
 - \$7000/month estimated monthly expense - may change based on hires
 - \$ 6000 max out of pocket for staff- current plans
 - 5/25/30%/35%/40% deductible may apply for scripts - current plans
 - ER visits \$250/ \$125 UC
- Driver plan will stay the same; Elevate
- Retirement plan will increase 3% in January
- Sick days will be increased to 8 with 1 automatically banked(up to 20 days, only carry 3, no buy backs)
 - 3 personal days, in addition to sick make a total to 10 days for staff
- Not offering dental If minimum met, then staff can opt to buy in dental at 100% cost coverage to them as a voluntary benefit.
- Short term disability at affordable rate (50/50)
- Life insurance covered by MACS at 100% for a 50K policy. Very affordable- same as this year.

Conclusions:

Dick made a motion to approve teacher contracts with the benefits staying the same with a premium increase from 2% to 3% | January, an increase of sick days (2), and a cost of living increase of 3%.

Tom seconded.

Vote: all YES, no NO

Motion passed

Agenda item: Para positions instructor

Discussion:

- Technology/ Foreign Language instructor to be hired
 - Salary \$32k for 4 days/week @ 7 hrs.
- Para positions will increase from 2.5 full time positions to 3 full time positions

Conclusions:

John made a motion to approve the hiring of a technology/ foreign language instructor at the above salary.

Dick seconded the motion.

Vote: all YES no NO

Motion passed

Agenda item:

**Coordinator
Salary**

Discussion:

- Coordinator salary is currently \$51k which includes 10 hrs. of work per week in the summer at the building
- Increase salary to \$60k with an increase of hrs. to be worked per week in the summer to at least 20

Conclusions:

John made a motion to increase the Coordinators base salary to \$60k with an increase of summer hours to 20hrs.

Lauren seconded the motion.

Vote: all YES, no NO

Motion passed

Agenda item:

Director Salary

Discussion:

- Director's salary is currently \$80k with 20hrs of work per week in the summer at the building
- Rewrite contract to increase the Director's salary to \$90k with no increase in benefits, a one year extension to current contract and 30 hrs. of work per week in the summer with a minimum of 15 at the building
- In second year of the contract the Board would consider a 3% cost of living increase if the budget allows and all faculty was receiving the same increase.

Conclusions:

Lauren made a motion to rewrite the Director's contract with the above stipulation.

Dick seconded the motion

Vote: all YES, no NO

Motion passed

Special notes:

- \$66k expected in 2017/18 kinder tuition
- Amend rubric which will be sent out electronically and completed by April

Dick made a motion to adjourn

Lauren seconded

Vote: all YES, no NO

Motion passed