



**Tuesday, April 27, 2021
Personnel Services Committee**

**Subcommittee of the Board of Education
Appleton Area School District**

All members will be participating from remote locations

Time: 9:00 AM

***A live stream broadcast of this meeting will be available on the Appleton Area School District YouTube Channel:**

<https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw>

***For remote attendance via telephone, please dial:**

1-312-626-6799

Meeting ID: 943 8964 6148

1. VIRTUAL MEETING NOTICE

Subject	A. This meeting will be conducted as a virtual meeting due to the active COVID-19 public health emergency situation, meaning that multiple Board members may be participating in the meeting from remote locations through the use of communications technology and/or that public access to the meeting may be arranged through the use of technology. The District discourages the public and/or media from attending the meeting in person at its noticed location due to concerns with health and safety and encourages use of the alternative method(s) of access that the District is providing.
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Meeting	Apr 27, 2021 - Personnel Services Committee
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Category	1. VIRTUAL MEETING NOTICE
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Type	Information, Procedural
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Subject	B. Members of the media or general public may access the meeting via the live stream broadcast on the Appleton Area School District YouTube Channel: https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw. For remote attendance via telephone, please dial: 1-312-626-6799 Meeting ID: 943 8964 6148
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Subject	C. Any special needs or any requests for accommodations related to accessing the meeting should be sent to Anne Levandoski, at levandoskianne@aasd.k12.wi.us or (920) 997-1399, at least 24-hours in advance of the meeting. This would include any person for whom it would be burdensome or infeasible to use the primary method(s) of remote access established by the District.
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Meeting Apr 27, 2021 - Personnel Services Committee

Category 1. VIRTUAL MEETING NOTICE

Type Information

Subject D. With respect to the gravity of the current public health emergency, we have made every effort to streamline this meeting as much as possible while still focusing on items that are essential to the current and future operations of the District. As such, there will be no opportunity for public comments.

Meeting Apr 27, 2021 - Personnel Services Committee

Category 1. VIRTUAL MEETING NOTICE

Type Information

Subject E. If you have comments relating to any item on the agenda that you wish to share with the Committee, you are welcome to submit them in writing. Comments can be submitted to Anne Levandoski at levandoskianne@aasd.k12.wi.us (preferred) or mailed to 131 E. Washington Street, Suite 1A, Appleton, WI, 54911. All written comments should be submitted 24-hours in advance and will be distributed to all members of the Personnel Services Committee. We appreciate your understanding during this unprecedented time.

Meeting Apr 27, 2021 - Personnel Services Committee

Category 1. VIRTUAL MEETING NOTICE

Type Information

2. APPROVAL OF MINUTES

Subject A. Recommendation to approve the minutes from the March 23, 2021 Personnel Services Committee Meeting

Meeting Apr 27, 2021 - Personnel Services Committee

Category 2. APPROVAL OF MINUTES

Type Action, Minutes

Minutes are considered a draft until approved at the Personnel Services Committee Meeting.

File Attachments
[PSC Draft Minutes - 3.23.21.pdf \(399 KB\)](#)

3. CLOSED SESSION

Subject A. Motion to go into Closed Session

Meeting Apr 27, 2021 - Personnel Services Committee

Category 3. CLOSED SESSION

Type Discussion, Information

Subject B. Closed Session - Personnel Items - Pursuant to 19.85 (1)(c) and (1)(f), Wis. Stats. - Leaves of Absences

Meeting Apr 27, 2021 - Personnel Services Committee

Category 3. CLOSED SESSION

Type Discussion, Information

Subject C. Reconvene into Open Session

Meeting Apr 27, 2021 - Personnel Services Committee

Category 3. CLOSED SESSION

Type Discussion, Information

4. ACTION AGENDA ITEMS (Only Board Subcommittee members can vote on Action Items. Although additional Board of Education members may be present and participate in the discussion, they do not vote.)

Subject A. Leaves of Absence Recommendation

Meeting Apr 27, 2021 - Personnel Services Committee

Category 4. ACTION AGENDA ITEMS (Only Board Subcommittee members can vote on Action Items. Although additional Board of Education members may be present and participate in the discussion, they do not vote.)

Type

File Attachments

[IFC-Leaves of Absence Recommendation.pdf \(7 KB\)](#)

5. DISCUSSION ITEMS

Subject A.

Meeting Apr 27, 2021 - Personnel Services Committee

Category 5. DISCUSSION ITEMS

Type

6. FUTURE MEETING

Subject A. Tuesday, May 25, 2021

Meeting Apr 27, 2021 - Personnel Services Committee

Category 6. FUTURE MEETING

Type

7. FUTURE TOPICS

Subject	A. To Be Determined
Meeting	Apr 27, 2021 - Personnel Services Committee
Category	7. FUTURE TOPICS
Type	

8. ADJOURN

Subject	A. Adjournment
Meeting	Apr 27, 2021 - Personnel Services Committee
Category	8. ADJOURN
Type	Action

The committee will make a recommendation to adjourn the meeting

Personnel Services Committee (Tuesday, March 23, 2021)

Generated by Anne Levandoski on Tuesday, March 23, 2021

Members present:

Deborah Truyman, James Bowman

Members absent:

Gary Jahnke

Meeting called to order at 9:00 AM

1. VIRTUAL MEETING NOTICE

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Information:

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Information:

D. With respect to the gravity of the current public health emergency, we have made every effort to streamline this meeting as much as possible while still focusing on items that are essential to the current and future operations of the District. As such, there will be no opportunity for public comments.

Information:

E. If you have comments relating to any item on the agenda that you wish to share with the Committee, you are welcome to submit them in writing. Comments can be submitted to Anne Levandoski at levandoskianne@aasd.k12.wi.us (preferred) or mailed to 131 E. Washington Street, Suite 1A, Appleton, WI, 54911. All written comments should be submitted 24-hours in advance and will be distributed to all members of the Personnel Services Committee. We appreciate your understanding during this unprecedented time.

2. APPROVAL OF MINUTES

Action: A. Recommendation to approve the minutes from the December 22, 2020 Personnel Services Committee Meeting

The Committee will make a recommendation to approve the minutes.

Motion by James Bowman, second by Deborah Truyma

Final Resolution: Motion Carried

Aye: James Bowman, Deborah Truyma

3. CLOSED SESSION

A. Motion to go into Closed Session

Action: A. Recommendation to go into closed session

The Committee will make a recommendation to go into closed session.

Motion by James Bowman, second by Deborah Truyma

Final Resolution: Motion Carried

Aye: James Bowman, Deborah Truyma

B. Closed session – Personnel Items – Pursuant to Wis. Stat. §19.85 (1)(c) and (1)(f), Wis. Stats. – Leaves of Absences

C. Reconvene into Open Session

Action: C. Reconvene into Open Session

The Committee will make a recommendation to reconvene into open session.

Motion by James Bowman, second by Deborah Truyma

Final Resolution: Motion Carried

Aye: James Bowman, Deborah Truyma

Meeting reconvened into Open Session

4. ACTIONA AGENDA ITEMS (Only Board Subcommittee members can vote on Action Items, although additional Board of Education members may be present and participate in the discussion, they do not vote.)

A. Leaves of Absences Recommendation

The following individuals requested a one-year leave of absence for the 2021-22 school year: Michelle D. Bongers, Kara A. Buxton and Rebecca J. Spencer-Foley.

Action: A. Approval of One-Year Leaves of Absences *(forwarding to Board for final approval)*

Motion by James Bowman, second by Deborah Truyma

Final Resolution: Motion Carried

Aye: James Bowman, Deborah Truyma

5. DISCUSSION ITEMS

A. Staffing Update

Julie King reviewed staffing trends including hiring and exiting employees. This included the number of hires, retention and turnover percentages, retirement/resignation averages for educators including the timing of year received and the reasons if known. The 2019-20 and 2020-21 school year hiring for educators and paraprofessionals was slightly elevated because of the pandemic and the need to cover both virtual and in-person learners. However, the number of staff exiting the District remains consistent with the past several years.

The Educator Recruitment Event this March was virtual. The number of candidates was significantly less than in previous years. A session was added this year for candidates to ask questions of the district as a potential employer. The majority of the questions surrounded PLCs, professional development opportunities, mentoring, and supports for new employees.

The orientation this school year was transitioned to a virtual platform. In addition, the induction process was revised this school year to include meeting with all regular employee groups, except administrators, following the hire to share the onboarding/induction process. In addition, an orientation day was expanded to all employee groups and scheduled support meetings to ensure staff understand technology, professional development opportunities, accessing district resources and answer questions.

6. FUTURE MEETING – Tuesday, April 27, 2021 at 9:00 a.m. or immediately following Business Services Committee Meeting

7. FUTURE TOPICS - To be determined

8. ADJOURN

A. Adjournment

The Committee will make a recommendation to adjourn the meeting at 9:58 a.m.

Motion by James Bowman, second by Deborah Truymen

Final Resolution: Motion Carried

Aye: James Bowman, Deborah Truymen

ITEM FOR CONSIDERATION

TOPIC: Leaves of Absence

BACKGROUND INFORMATION: The professional educators listed below are being recommended for an unpaid childrearing leave of absence for the 2021-22 school year:

<u>Name</u>	<u>Position</u>	<u>FTE</u>	<u>Location</u>
Elizabeth J. Austin	Art	.70	Columbus/Richmond
Alisha K. Calewatts	Guidance Counselor	1.0	Johnston
Megan M. Novak	Grade 6	1.0	Johnston

FISCAL NOTE: As indicated below.

INSTRUCTIONAL IMPACT: None.

ADMINISTRATIVE RECOMMENDATION: Approval

CONTACT PERSON: Julie King, 997-1399, ext. 2042.

4/27/21