

**River Valley School Board - Committee Meeting**

Committee: Budget / ERC

Date: 06/10/2024

Meeting Time: 5:02 PM

Adjourn Time: 6.58 PM

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Present: John Bettinger, Jeff Maier, Sara Carstensen, Loren Glasbrenner, Scott Moore, Carla Peterson, Julie Kuhse, Luke Thatcher, Brittany Thatcher

Agenda Item	Motion	2 <sup>nd</sup>	Discussion
Reading of notice			Notice was read by Chairperson Bettinger.
Approval of agenda	Maier	Carstensen	Action was taken on approval of the agenda.
Approval of May 13, 2024, minutes	Maier	Carstensen	Action was taken on approval of May 13, 2024, minutes.
2023-24 Budget Updates			Moore shared current dollars in accounts nearing the end of the year.
2024-25 Budget Updates	<ol style="list-style-type: none"> <li>1. Carstensen</li> <li>2. Bettinger</li> <li>3. Maier</li> </ol>	<ol style="list-style-type: none"> <li>1. Maier</li> <li>2. Maier</li> <li>3. Bettinger</li> </ol>	<ol style="list-style-type: none"> <li>1. Moore shared the projected draft of the 24-25 budget (specific to accounts using historical data and Baird projections. Action taken by the committee was to forward the draft projections to the full Board.</li> <li>2. Glasbrenner shared information brought to his attention on Friday pertaining to a contract/salary especially with high-need and/or hard to fill areas. Glasbrenner proposed the Committee approve a market adjustment for an individual which will be taken to the full Board. Action taken was a recommendation to the full Board to approve an increase for an employee based on a market comparison brought to the committee.</li> <li>3. Glasbrenner also shared a recent meeting he had with Kyle Kraemer, Kevin Eipperle, and Kim Bellman. He toured the current high school welding area with the team. It was determined that there is an idea to convert one of the welding classrooms into a woodshop. There would need to be additional movement at the high school for storage and technology. Moving the woodshop to RVHS could create space for 3 classrooms at RVMS. The current district office could also be converted into 3 additional classrooms at RVMS. The district office would need to relocate if this were to happen. Action taken for recommendation to the full Board was to amend our professional services agreement (G802-2017) with FEH Designs to an hourly billing rate.</li> </ol>

Building and Grounds Staffing	Maier	Carstensen	<p>Glasbrenner shared the notes from the Buildings and Grounds Committee meeting with the Budget/ERC Committee about increasing hours for buildings and grounds staff during the school year for athletics/activities maintenance.</p> <p>Action taken for recommendation to the full Board was for an additional position for 20 hours a week for athletics/activities maintenance during the school year.</p>
Administrative Building Coordinator Pay	Carstensen	Maier	<p>Glasbrenner provided a sheet with historical payments given to building leadership teachers that serve as administrative buildings coordinators. The conversation centered around time and work during a teacher’s contracted prep hours. Glasbrenner and Luke Thatcher explained the historical context for the position and his rationale for increasing the current amounts. Maier proposed that conversations need to be had with the building administrator and the current ABC when scheduling the teacher’s schedule and time allotted for the ABC position. Bettinger proposed increases for each building.</p> <p>Action taken for recommendation to the full Board was 2024-25 salaries for ABCs as follows: \$2,666 for ELC; \$5,330 for Elementary; \$8,000 for middle school; and \$10,000 for high school.</p>
Substitute Pay	Maier	Carstensen	<p>Moore and Glasbrenner shared historical data that has been annually updated. Each position was discussed to update the pay.</p> <p>Action taken for recommendation to the full Board was to increase the substitute pay schedule.</p> <p>Substitute Teacher License \$140.00/ \$70.00/ \$220.00  Valid Teaching License \$150.00/ \$75.00 /\$160.00  Retired RV Teacher \$180.00 /\$90.00  Licensed Support Staff subs for Teacher \$40.00  Support Staff Sub \$15.00  Dedicated Bldg Sub \$160.00/ \$80.00  Dedicated Bldg Sub w/teacher license \$170.00 / \$85.00</p>
FEMA BRIC Grant	Carstensen	Maier	<p>Glasbrenner shared a PowerPoint created by Jordan Buss who has been contracted to work on an emergency structure development grant for RVSD. Federal dollars can be awarded for River Valley if we meet the specifications of the grant. Glasbrenner asked for the committee to move ahead with the grant process.</p> <p>Action taken for recommendation to the full Board was to approve the submission of grant utilizing Jordan Buss and his facilitation.</p>

Employee Handbook updates (if needed)	Carstensen	Maier	<p>Glasbrenner shared possible changes, some of which are based on new language in statutes, and other areas that have been brought to his attention. There was discussion about how to proceed with unpaid leave in the future.</p> <p>Action taken for recommendation to the full Board were the following changes to the handbook: Changes were made to the following areas:</p> <ul style="list-style-type: none"> <li>● page 4 - Equal Opportunity Employment contacts</li> <li>● page 6 - Fair Labor Standards Act Safe Harbor Policy</li> <li>● page 19 - Work Rules</li> <li>● Page 20 - “Grow Your Own” Tuition Reimbursement language</li> <li>● page 23 - Curriculum Work/Staff Development Outside of Contracted Hours</li> </ul>
Correlation to Strategic Plan			<p><i>Responsibly manage operations and finances during a time of significant transition, focusing on student achievement and engagement as the top priority, and on maintaining comprehensive educational programming and moderate class sizes.</i></p> <ol style="list-style-type: none"> <li>1. Remain competitive on teacher and other staff pay, benefits, and support.</li> <li>2. Reward teachers and other staff who demonstrate growth, development, and long-term commitment.</li> <li>4. Correlate District staffing to student enrollment numbers, student interests, and goals to maintain comprehensive educational programming and moderate class sizes.</li> </ol>
Adjourn Next meeting  Agenda Items for next meeting?	Bettinger	Carstensen	Next meeting date - July 8, 2024