

TASK Committee

October 16, 2017

Time and Location: 4:15 p.m. Central Office BOE Training Room

Desired Outcomes:

1. Review TASK Committee "Scope of Work"
2. Review TASK Committee Norms
3. Celebrate successes.
4. Establish focus areas for this year.
 - a. Establish 2018-19 calendar.
 - b. Establish 2019-20 calendar.
 - c. Specific areas of focus for salary improvement?
 - i. Add EDD
 - d. Processes to reduce insurance premium increases?
 - i. i.e. – Full coverage necessitates wellness assessment
 - e. Other
 - i. Administrative salary schedule.
5. Review calendar commitments and first draft calendar.
 - a. Review 2nd Calendar Draft for 2018-19 for recommendation to BOE
 - i. Provide calendar that best supports student and community needs
 - ii. New teacher work days can't begin earlier than August 3
 - iii. Balance first and second semester student attendance days
 - iv. Build in snow days (Martin Luther King Day, President's Day, Good Friday)
 - v. Build in snow days to end of calendar to illustrate ten snow days
 - vi. Create calendar with built in snow days that will end prior to Memorial Day
 - vii. Establish December 22 as last day prior to Christmas Break
 - viii. Last day of school prior to Thanksgiving break will be Tuesday
6. Determine next meeting date in October 30 or November 13.

Minutes:

1. Review of “scope of work”
 - a. Focus salary, benefits, calendar, and associated policies
2. TASK Norms
 - a. Maintain “students first” mentality
 - b. Begin and end on time
 - c. Respect views of others
 - d. Come prepared for focus items
3. Celebrate successes
 - a. Focused increase in Base last year
 - b. Focused increase in MS base for this year
 - c. Modification of leave days to include additional personal day in lieu of sick day
 - d. Addition to the Base for this year
4. Focus areas for this year
 - a. 2018-19 and 2019-20 calendar
 - b. Addition of EDD column as several staff members are completing EDD
 - c. Improve Health Risk Assessment participation
 - d. Create administrative salary schedule
5. Review 2nd calendar draft for 2018-19 for recommendation to BOE
 - a. Reviewed calendar priorities
 - b. Discussed need to modify calendar so that new teachers do not begin until August 3
 - c. Established calendar for recommendation (see attached) noted changes include:
 - i. Move start of school to August 14
 - ii. Move NT days to August 3 and August 6
 - iii. Day off August 7
 - iv. Back To School SI days and Work day August 8, 9, 10
 - v. Day off August 13
 - vi. Last day of 1st semester is December 21
 - vii. Last day of school is May 17
6. Next Meeting November 13.
7. Adjourn 5:20 p.m.

