

Manitowoc Public School District
Manitowoc, Wisconsin

Board of Education Personnel Committee Meeting Minutes
October 9, 2014

The Manitowoc Public School District Personnel Committee met on Thursday, October 9, 2014 at 4:00 p.m. Committee members Dave Nickels, Dave Longmeyer, Keith Shaw and Barb Herrmann were all present. Also present was Linda Gratz, Board President. Superintendent Marcia Flaherty and Human Resources Director Andrea Holschbach were present for Administration.

The meeting was called to order at 4:00 p.m.

The intent of the meeting was to discuss Emergency Licensure. A spread sheet was shared with the Board in advance of the meeting – see attached spreadsheet. The spreadsheet contained

- a. data from the last 3 years of how many people had emergency licenses
- b. information on the areas of certification
- c. data on how many people followed through with certification in the required amount of time

The Board had made a resolution at the August, 2014 Board meeting that they would like to be informed when someone is hired under an emergency license. The committee left it up to the Human Resources Director on the best way to notify the Board i.e. asterisk on the personnel report, memo sent in advance of the Board meeting, etc.

Andrea brought up the point that 5 out of 15 of the people on the list who worked under emergency licenses were already employed with us but they moved to a different position where they needed an emergency license i.e. someone Special Ed certified through age 13 but would now be working with high school students. They would need an emergency license and obtain certification for that age group. The Board indicated that they would like to be informed about those situations as well.

The meeting was adjourned at 4:30 p.m.