

**Beaver Dam Unified School District
Board of Education Minutes**

Operations Committee Meeting

May 18, 2020

A meeting of the Operations Committee of the Board of Education was held virtually on the above date at 6:30 pm. Board members present: Marge Jorgensen, John Kraus, Jr., Lisa Panzer, and Gary Spielman.

Mr. Nault, Director of Human Resources, presented employee handbook updates. He reviewed current language regarding Support Staff layoff notices. A 60-day notice is currently required to lay off a Support Staff member. With the COVID-19 situation and the current language requirement, the district did not have the ability to lay off any Support Staff members. Information was gathered from other area school districts, and we have the longest notice requirement. He proposed the board consider reducing the 60-day notice to 14 days or 30 days or an amount within that range. The Committee suggested 21 days since it is mid-point. He also presented information on current bereavement language. A committee reviewed the language and found it does not define who bereavement is for or an exact number of days. Bereavement time is currently deducted from sick time or without pay of the staff member does not have sick time available. The language will be updated to include 3 days for an immediate family member and 1 day for a non-family member. The time will not be deducted from sick time. The language updates will be presented to the board in July for adoption.

Ms. Malkovich, Director of Business Services, provided an update on the 2019-2020 budget and previewed the 2020-2021 budget. She reviewed the impact of COVID-19, which included no reduction to staff compensation, cost savings with transportation and other areas, and some additional expenses for students and staff distance learning. With some projects beginning early, some expenditures are being expended this year instead of next year. As of April 30, 56.5% of revenues have been received and 67.2% of budgeted expenses have been spent. There could be additional revenues from federal aid with the CARES Act. She explained there is much uncertainty about education funding for 2020-2021. Districts are anticipating a revision to the state budget that could at least freeze and potentially cut aid for schools as a result of lower state revenues. The district will plan based on two scenarios. The first scenario plans for a freeze in state aid and 75% of typical summer school participation. The second scenario plans for a 10% decrease in state equalization aid and 50% of typical summer school participation. The district is committed to several funding commitments in 2020-2021, including debt payment and a new certified staff salary structure. The district has been cautious with spending the past couple of years and will plan to be prepared to respond and adjust.

The next committee meeting is scheduled for June 22.