

St. Matthew Parish
Personnel Committee Meeting Minutes
10/28/08

Attendance: Father Patrick O'Loughlin, Tom Schneider, Al Hobbs, Michael Hoffman, Dan Duchniak, and Cathy Cramer.

- I. Meeting started at 6:30 p.m. with a reflection on the Question of the Week and a stewardship prayer.
- II. Minutes from the February 5, 2008 meeting were approved.
- III. Follow up on Teacher's Schedule and Review of Parity: Dan Duchniak reviewed the final 2008-09 teacher's salary schedule and the parity with the Oak Creek-Franklin's public school schedule. Concerns were expressed regarding the parity at the starting teacher level as well as at the ability to maintain the steps and lanes under continued budget constraints. It was agreed that the schedule structure be reviewed as part of the budget development process. It was requested that samples of different schedules from public school districts be provided to the committee for review at a later date.
- IV. Follow up on Classroom Aide Decision: The committee provided some input into this decision and was updated on the hiring process.
- V. Update on Budget Process: Tom Schneider reviewed the timeline for the budget development process and Father O'Loughlin shared his thoughts on the options and opportunities for the coordination and communication of the parish's efforts in the areas of stewardship, the current capital campaign and the archdiocese's campaign. A concern regarding confidentiality of parish staff compensation was discussed and it was agreed that Parish Council Liaisons should be provided information that is necessary to facilitate the budget process. The committee also agreed that this budget process needed to be more inclusive with greater involvement from the Parish Council and other major committees throughout its development.
- VI. Discussion of Budget Assumptions: A preliminary review of parish stewardship as well as thoughts on the teacher salary schedule and other staff compensation was discussed. The planned increase in the co-payment for family insurance from 27% to 30% was also reviewed and discussed. It was the consensus of the committee to change the handbook to reflect the intent to make this increase without any set time line.
- VII. Other Items: None
- VIII. Review of Upcoming Meetings: The following meeting were tentatively scheduled: November 25, December 23, January 27 and February 24.

The meeting adjourned at approximately 8:20 p.m.

Respectfully Submitted,
Cathy Cramer