



2018-19 RayTEAM Report & Recommendations For 2019-20

Presentation to the
Board of Education
May 13, 2019

2018-19

RayTEAM Members*

- **Certified Employees**
 - Kim Hamilton – Central Middle School
 - Amy Lowe-Smith – Norfleet
 - Susie Morgan – Spring Valley/Southwood
 - Laurie Scribner-Blue Ridge
 - Megan Willet-Raytown South High School
 - Brian Wise – Herndon Career Center
- **Support Staff Employees**
 - Jon Coleman – Technology
 - Regina Goodwin – Secretary-Admin
 - Jameson Link – Facility Operations
 - Linda Sword-Food Services
- **Administrative Employees**
 - Carl Calcara – Raytown South Middle School Principal
 - Julie Schmidli – Little Blue Elementary School Principal
 - Marlene DeVilbiss – Assistant Superintendent of Human Resources
 - Steve Shelton - Associate Superintendent of Operations
- **Facilitator**
 - Dan Fenn

*Proud to serve as volunteers to represent all district employees

Mission

RayTEAM is a collaborative team, working together towards consensus to improve the quality of the workplace and recommend an affordable and competitive compensation package for all employees of the Raytown C-2 School District.

Norms

- Remain actively engaged
- Discussions in RayTEAM are confidential
- Keep an open mind
- Be respectful
- Take a risk-don't be complacent
- Be a good listener
- Remember you represent others
- Take responsibility for the process
- Work towards a positive consensus
- Everyone is equal
- Do not let things pass



RayTEAM's Schedule and Method of Gathering Information

RayTEAM met in September, December, January, February, March and April. This year there were two surveys, classified and certified. In September we sent out our survey to which about 1,168 employees responded out of about 1,433 total employees. This is the highest number of responses to date. We thank those who took the time to complete the survey.

Survey Information

Non-monetary Certified

- Block scheduling
- Protect plan time
- Fewer before/after school meetings
- More work days before the start of school
- HR videos
- PBD
- Appreciation for work done
- Jeans

Survey Information

Non-monetary Classified

- Jeans
- Dressing down for work
- Respect and equal treatment
- Recognition
- Flex hours
- Better communication from admin & supervisors
- Parking at RSECC
- Chromebooks for IA's
- Training-custodians, BIST, SPED IA

Survey Information

Monetary Certified

- Salary
- Subs and sub rotation
- Family and maternity benefits
- Equalizing pay between administrators
- Increase bonus for unused sick days
- Furniture
- Supplies
- General building upgrades
- Class size
- Extra duty pay increase
- Thermostat
- Outside lighting

Survey Information

Monetary Classified

- Salary
- Family benefits
- Control of thermostat
- BIST and CPI training
- Custodial equipment
- Safety
- Secretaries consistent at 40 hours/week

Actions taken: Non-monetary Certified

- **Block scheduling**-We recommend that the ILT investigate the possibility of eliminating block scheduling at the middle school level for the 2020-21 school year.
- **Protect plan time**-Better directions and expectations from DRT should help with this issue.
- **Fewer before/after school meetings**-We determined that the number of meetings were equitable across the district.
- **More work days before the start of school**-Cost prohibitive to move convocation, looking into moving 6th grade orientation in the future so it's not the same day as convocation.
- **HR videos**-Recommend using the first Tuesday/Wednesday DRT time to watch videos.

Actions taken: Non-monetary Certified cont.

- **Absence Policy**-Recommend change to current BOE policy GBCBC to 3/month, 10/semester, 15/year.
- **Appreciation for work done**-Encourage a regular building recognition similar to a Friday Snap.
- **Jeans**-Rayteam decided to not make a recommendation for additional jeans days. We will continue to support the district initiative of jeans on Fridays.

Actions taken: Non-monetary Classified

- **Jeans**-No change to current jeans calendar.
- **Dressing down for work**-No recommendation at this time.
- **Respect and equal treatment**-Recommend to DLT that all staff are included in recognition and celebrations.
- **Flex hours**-Reiterate to employees that if they need more time to get responsibilities complete they should talk with with supervisors.
- **Better communication from admin & supervisors**-Recommend exploration of merging the multiple systems currently used for scheduling.

Actions taken: Non-monetary Classified

- **Parking at RSECC**-No recommendation at this time. Employees should speak with their supervisor for any issues.
- **Chromebooks for IA's**-Technology will work with admin/supervisors that determine a need for one.
- **Training-custodians**-Facility Operations is providing monthly PD to custodial staff.
- **BIST, SPED IA**- Sped department can request training as needed through supervisors. Rayteam recommends that BIST/PBIS training be provided twice a year for classified support staff.

Actions taken: Monetary Certified

- **Salary**-Recommend a step.
- **Subs and sub rotation**-Sub fill rate is up this year from last year.
- **Family and maternity benefits**-Insurance costs will go down 7% next year for the district. No employee increase.
- **Market value pay for administrators**-Not financially feasible at this time.
- **Increase bonus for unused sick days**-Not financially feasible at this time.
- **Furniture**-April bond issue
- **Student supply list**-Information passed on to Dr.'s Bielawski, Huff and Moore
- **General building upgrades**-April bond issue

Actions taken: Monetary Certified cont.

- **Class size**-Right size initiative. Within DESE guidelines.
- **Extra duty pay increase**-Not financially feasible at this time.
- **Thermostat**-Recommend changing BOE policy ECF-AP, change heat from 72 to 74 and change AC from 74 to 72. Dr. Hux is studying the heat conditions in kitchen areas.
- **Outside lighting**-Information passed on to Dr. Hux. Put in a work order or talk to principals with concerns.

Actions taken: Monetary Classified

- **Salary**-Recommend a step
- **Family benefits**-Insurance costs will go down 7% next year for the district. No employee increase.
- **Control of thermostat**-Recommend changing BOE policy ECF-AP, change heat from 72 to 74 and change AC from 74 to 72. Dr. Hux is studying the heat conditions in kitchen areas.
- **BIST and CPI training** Dr. Cordell will provide IA training quarterly.
- **Custodial equipment**-Purchased \$54,500 in equipment. Distributed to buildings based on need. Training has been provided.
- **Safety**-Bond for lighting.
- **Secretaries consistent at 40 hours/week**-37.5 hours is sufficient for the completion of most duties. Overtime approved as needed.

Recommendations for BOE Action

Recommend

- **Absence Policy**-Recommend change to current BOE policy GBCBC to 3/month, 10/semester, 15/year
- **Thermostat**-Recommend changing BOE policy ECF-AP, change heat from 72 to 74 and change AC from 74 to 72. Dr. Hux is studying the heat conditions in kitchen areas
- **Salary**-Recommend a step for all employees.

Additional Recommendations

- **Better communication from admin & supervisors-**
Recommend exploration of merging the multiple systems currently used for scheduling.
- **Training Videos-** Recommend using the first Tuesday/Wednesday DRT time to watch videos.
- **Appreciation for work done-**Encourage a regular recognition similar to a Friday Snap.
- **Respect and equal treatment-**Recommend to DLT that all staff are included in recognition and celebrations.
- **BIST/PBIS training-**Recommend training be provided twice a year for classified support staff.
- **Block scheduling-**We recommend that the ILT investigate the possibility of eliminating block scheduling at the middle school level for the 2020-21 school year.