

## Personnel Committee Meeting

February 12, 2018 - 5:00 pm

Committee Members: P. Wilson (P), J. Ellis (P), J. Dawson (P), K. Bucceroni (A)

- Request for Leave

*Mrs. Scully reviewed with the committee a request by an employee for a long term leave of absence. The leave is not eligible for FMLA and therefore it is the board's decision to approve the leave. The committee agreed to approve it but to continue to ask for back up documents if there is an extension of the leave.*

- Impacts of GTHAA Contract loss on personnel

*The committee discussed how the loss of this contract effects personnel and staffing and what additional duties can be given to this personnel.*

- Policy 4434 – Vacation for Support Staff – 10 years to receive 10 days and must use 5 in the summer during closure week – impacts on 2018-19 calendar

- Review of 2018-19 Calendar

*The committee reviewed the 2018-19 calendar. They discussed possibly abolishing the mandatory close week at the end of July. They asked Mrs. Scully and Dr. Repici to research if the maintenance department truly needs this week or if personnel can be relocated if the need arises. The committee did not feel that any adjustment needed to be made in the number of vacation days that are given to support staff as they also get the days that school is closed.*

- Personnel Issues during January 2018

*The committee reviewed the confidential personnel issues that transpired in the last few weeks and the status of each of the employees.*

- Future planning - job description review

*The committee reviewed the impacts of a potential resignation on job descriptions, titles and positions.*

Respectfully submitted,

