

HARVEY PUBLIC SCHOOLS DISTRICT 152
Personnel Committee Meeting Minutes
Monday, May 5, 2014
4:00 P.M.

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

Present at the meeting were: Board Members: President Janet Rogers, Linda Hawkins

Administration: Dr. Kevin Nohelty, Dr. Denean Adams, Dr. Sophia Redmond-Jones, Ms. Johnnetta Miller

Visitors: Daniel Lane, substitute custodian

Appointments, Terminations, Resignations: Dr. Nohelty presented two resignations.

Leave Request: Dr. Nohelty presented one leave request

Retirement(s): Dr. Nohelty acknowledged the receipt of a retirement letter from a HEA member that plans to retire at the end of the 2016-17 school year. However, retirement benefits expire at the end of the CBA (6/30/14). Dr. Nohelty will inform the HEA.

Grievance(s): None

Administration Contract and Proposed Salary Requests: The discussion was tabled for the next Committee of the Whole (COW on 5/19/14).

Staffing Plan 2014-15: Dr. Adams presented a draft of the staffing plan for the upcoming school year. Additional information was requested regarding class size and projected enrollment. Dr. Adams will present the staffing plan to the full Board at the COW for their consideration.

Community Education Update: Dr. Adams presented a Power Point presentation of her plan for Community Education.

College Student Employment: A list of college students was presented for consideration. Additional students will be interviewed by Dr. Adams for possible recommendation.

Job Descriptions: The following job descriptions were reviewed and recommended for approval:
Assist. Supt. Secretary, District Receptionist and Speech/Language Assistant

Organizational Chart: The District Organizational Chart will be revised to reflect the correct organizational structure.

IMRF Resolution: A IMRF Resolution 6.72 was presented to reflect current practice of tax sheltering insurance benefits that are paid by the Board on behalf of the employee.

Next Personnel Committee Meeting is June 2, 2014 at 4:00 p.m.

The meeting adjourned at 4:58 p.m.

Action Items for Recommendation:

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| <ol style="list-style-type: none">1. Approve the job descriptions for Secretary, Receptionist and Speech/Language Assistant as presented2. Adopt the IMRF Resolution 6.72 as presented |
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