

HARVEY PUBLIC SCHOOLS DISTRICT 152
Personnel Committee Meeting Minutes
Monday, January 13, 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, Gloria Johnson, Linda Hawkins

Administration: Dr. Kevin Nohelty, Dr. Denean Adams Staff: Ms. Sirlena Thomas

Appointments, Terminations, Resignations: Dr. Nohelty presented one appointment.

Leave Request: Dr. Nohelty presented one leave request.

Retirement(s): None

Grievance(s): None

Personnel Report – Draft: The committee reviewed the draft report and requested additional information to be presented at the next committee meeting.

Reassignment of Job Responsibilities: Dr. Nohelty revised job descriptions to shift clerical responsibilities within the Central Office to improve efficiencies and service. The job descriptions will be presented to the Policy Committee for their review and consideration.

Substitutes: Dr. Nohelty provided the committee with an overview of how substitutes are called for assignments.

Lead Teacher at C.L.A.S.S.: The recommendation to provide a stipend for a teacher to serve as the CLASS administrator was discussed. Further discussion will take place with the entire Board of Education.

Student Teacher: Dr. Nohelty presented a request from Vander Cook College of Music to place a student teacher with Mr. Griffiths at Brooks Middle School.

Pay Adjustments: At the request of the HESPA Executive Board, pay adjustments for six (6) HESPA members and one non-union support staff member were discussed. No pay adjustments will be made at this time.

Next Personnel Committee Meeting is February 3, 2014 at 4:00 p.m.

The meeting adjourned at 5:35 p.m.

Action Items for Recommendation:

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| 1. Approve the agreement with Vander Cook College of Music |
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