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**PERSONNEL / CONTRACT NEGOTIATIONS SUBCOMMITTEE  
MEETING**

**MINUTES**

**Monday, July 16, 2012**

**Mt. Hope High School**

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**Present**

**Subcommittee: John Saviano, Chair, Marjorie McBride and Paul Silva**

**Council 94 Contract Negotiation Team: Karen Lynch**

**School Committee and Administration: Diana Campbell, Bill O'Dell,  
Susan Rancourt, Melinda Thies and Mario Andrade**

**John Saviano called the meeting to order at 6:55 PM.**

**Approval of Minutes**

**MOTION: Paul Silva motioned to approve the minutes to the June 25, 2012 meeting; Marj McBride seconded. The motion passed by a vote of 3 to 0.**

**Superintendent's Personnel Recommendations (S2012-33)**

**Karen DelTatto, the recommended candidate for the position of Administrative Assistant to the School Committee, was present to answer any questions the Committee may have. The Committee had questions about the splitting of duties between the Administrative Assistant to the Superintendent and this person, as well as availability and communication. Melinda explained that Karen would be spending approximately 20 hours per month in the office and at meetings and could be called into the office if necessary; she and Kim would have close and open communication; these details are being worked out. Questions from the Committee on things such as policies can be emailed directly to Karen. As requested, Melinda will email this job description to the Committee. Bill asked about the handling of requests by the press after meetings. Melinda said the press is usually directed through her office and questions after meetings can go to her.**

**Diana asked about the leave of absence for the Kickemuit reading specialist. Melinda explained that this person is taking a leave to take a grant-funded position as the Intermediary Service Provider covering Hugh Cole and Colt Andrews, both Title I schools.**

### **Council 94 Collective Bargaining Update**

**John Saviano said the update will be given during executive session at the full Committee meeting to follow.**

**Adjournment**

**MOTION: At 7:05 PM Paul Silva motioned to adjourn; John Saviano seconded. The motion passed unanimously.**

**/ca**