
**PERSONNEL / CONTRACT NEGOTIATIONS SUBCOMMITTEE
MEETING**

MINUTES

Monday, April 25, 2016

Mt. Hope High School

Present:

Subcommittee: Paul Silva, Chair, Karen Lynch and John Saviano

School Committee and Administration: Marjorie McBride, Mario Andrade, Superintendent

Guest: Marco Capaldi, AXA Advisors

Absent: Diana Campbell

Paul Silva called the meeting to order at 6:52 PM.

Approval of Minutes:

MOTION: John S. made a motion to approve the minutes of the March 28, 2016 meeting; seconded by Karen L. The motion passed unanimously.

Executive Session

There was no need for an executive session.

Personnel Recommendations #S2016-07

There was no discussion.

Superintendent's Evaluation

Paul S. clarified that the new Superintendent's Evaluation Tool, which was recently approved by the School Committee, is scheduled to be completed at this time, according to School Committee policy.

The School Committee Chair will be starting the Superintendent's Evaluation process during the Chairperson's Initiatives portion of tonight's School Committee meeting.

Athletic Department Staffing Roles & Responsibilities

Paul S. requested that the Superintendent share the report regarding his findings resulting from his research of the Athletic Department and support staff.

Mario A. responded that a few months ago he began analyzing the role of the Athletic Department and support staff in light of recent changes to personnel with the new KMS principal and new secretary delineating roles and responsibilities including summertime secretarial staff.

Mario A. stated that he made a determination that three or four of the 12 month secretaries should be cross-trained to assist the Athletic Department. Mario A. stated that he informed the High School Administrators that there needs to be more cross-training for summer coverage.

Mario A. closed by stating that there is enough support staff, but the staff needs to be better utilized. He does not believe an additional employee is necessary.

A short discussion ensued.

Adjournment

MOTION: John S. made a motion to adjourn the meeting at 7:03 p.m.; seconded by Karen L. The motion passed unanimously.

/kd