

PAUL CUFFEE SCHOOL

MINUTES OF HUMAN RESOURCES COMMITTEE MEETING

JANUARY 7, 2013

A meeting of the Human Resources Committee of the Paul Cuffee School was held on January 7, 2014 at the Paul Cuffee Lower School in Providence, Rhode Island.

Present: Carolyn Pemberton – Chair

Michelle Bush, Andrea Carrera, Derrick Ciesla, Becky Coustan, Catherine Edwards, Rudy Moseley, Maria Palmgren, Wendy Randle, Sarah Reis, Megan Thoma

Absent: Su Almeida, Russell Carey, Jon Conklin, Dorothy Fields, Martha Newcomb, Dorothy Patrick, Gisele Polanco

Guest: Kristin Lehoullier, Olinda Matos

Chair Carolyn Pemberton called the meeting to order at 4:01 p.m.

Strategic Planning Process & HR Working Group

Staff Sustainability Survey

The Committee reviewed the results of the staff sustainability survey. The Committee decided to address the “Staff Sustainability” portion of the survey, and address the “Professional Development for Faculty” portion of the survey at its next meeting. The Committee

provided suggestions for addressing the issues identified, and grouped ideas into areas of long-term, for inclusion in the strategic plan communication, and short-term operational/programmatic issues, which would not be part of the strategic plan.

Admissions Policy

Ms. Matos shared a proposed revision of the current Admissions policy. After a discussion, Ms. Coustan made a motion to approve the proposed revised policy, Ms. Hawksley seconded the motion and the Committee unanimously approved to adopt the revised Admissions policy.

Adjournment

There being no further business coming before the Committee, Mr. Ciesla moved to adjourn. The motion was seconded by Dr. Moseley, and the meeting adjourned at 5:45 p.m.

Respectfully submitted,

Maria Palmgren