

Personnel Committee

MINUTES

JULY 8, 2015

1:15 P.M.

BOARD OF EDUCATION ROOM

MEETING CALLED BY	Rich Miller
TYPE OF MEETING	Personnel Committee
FACILITATOR	Frank Conestabile
NOTE TAKER	Shelly Schultheis
BOARD MEMBERS PRESENT	Jacqueline Favata, Karen Fontana, Paul Fitzpatrick
COMMITTEE MEMBERS NOT PRESENT	
MEETING ADJOURNED	1:55 p.m.

NEW BUSINESS:

- Instructional Vacancies
- Instructional Recommendations
- Non-Instructional Vacancies
- Non-Instructional Recommendations
- Leaves of Absence
- Resignations/Retirements
- Other discussion items

OLD BUSINESS:

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AGENDA TOPICS

VACANCIES

FRANK CONESTABILE

NEW BUSINESS	<p>Instructional Vacancies: Teacher of the Visually Impaired, , Director of Early Childhood, Teacher Assistants (various buildings), , Living Environment (STS-RFA), ESOL Teacher-50%, High School Principal, Reading Teacher @ Bellamy, Speech Therapist-50%</p> <p>Non-Instructional Vacancies: Security Aide (New Position) (Civil Service Test results are in awaiting Commission Meeting in September), Monitor Bellamy Elementary, 3.75 hrs/day (Replace R. Smith), Monitor @ Gansevoort 3.75 hrs/day (N. Powell) Pool Monitor @ RFA (Replace T. Abone), Food Service Workers (3.75 hrs @ Clough & RFA, 6.5 hrs @ RFA and 3.5 hours @ RFA), Site Supervisors, Ticket Supervisors, Ticket Sellers, Ticket Takers, Clock Operators, Field Chain Operators, Game Announcer, School District Treasurer.</p>
CONCLUSIONS	Discussed vacancies with the committee, committee in agreement with vacancies.
ACTION ITEMS	
	None at this

STAFFING

FRANK CONESTABILE

NEW BUSINESS	<p>Instructional Staffing: See Attached listing</p> <p>Non-Instructional: Theresa Aiello, Cook, 6.5 hrs/day @ RFA(Replace M. Aiello) effective 9/1/15, Lori Ferrare, Monitor, Ridge Mills, 2 hrs/day (Replace L. Kiniger), Jean Mosher, Typist, Teacher Center, 10 month (continuation of 2015-16), Lana Wehnke, Summer Feed Program, Debra Santos, Food Service Worker, 6.5 hrs/day @ Strough (Replace M. Simons), Jennifer Davis, School Home Community Liaison, ECP (Provisional), Shelley Razy, School Home Community Liaison, ECP (Provisional)</p>
CONCLUSIONS	Committee discussed appointments
ACTION ITEMS	
<p>Committee recommends the following appointments:</p> <ul style="list-style-type: none"> • See Attached Instructional Vacancies • Theresa Aiello, Cook, 6.5 hrs/day @ RFA(Replace M. Aiello) effective 9/1/15 • Lori Ferrare, Monitor, Ridge Mills, 2 hrs/day (Replace L. Kiniger) • Jean Mosher, Typist, Teacher Center, 10 month (continuation of 2015-16) • Lana Wehnke, Summer Feed Program • Debra Santos, Food Service Worker, 6.5 hrs/day @ Strough (Replace M. Simons) • Jennifer Davis, School Home Community Liaison, ECP (Provisional) • Shelley Razy, School Home Community Liaison, ECP (Provisional) • 	

LEAVE OF ABSENCE

FRANK CONESTABILE

NEW BUSINESS	<p>Shelley Razy, Teacher Assistant @ ECP, unpaid LOA from 08/31/15-06/30/16 (other employment in District)</p> <p>Meghan Johnson, School Nurse @RFA, FMLA beginning 06/08/15 (up to 12 weeks)</p>
CONCLUSIONS	Committee discussed requests
ACTION ITEMS	
Committee recommends the Board approve the request for Leave of Absence.	

RESIGNATION/RETIREMENTS

FRANK CONESTABILE

NEW BUSINESS	<p>Nancy Opperman, Principal @ Bellamy, retirement as of June 30, 2018</p> <p>Sheila Spencer, Principal @ Ridge Mills, retirement as of August 31, 2018</p> <p>Brittany Madonia, Teacher Assistant @ Bellamy, resignation as of June 25, 2015</p> <p>Johanna Schmeichel, Teacher @ Bellamy, resignation as of August 31, 2015</p> <p>Timothy Abone, Pool Monitor @ RFA resignation as of July 1, 2015</p> <p>Michael Stalteri, Assistant Principal @ Strough resignation as of August 8, 2015</p>
CONCLUSIONS	Committee discussed the retirements.

ACTION ITEMS:

Committee accepts the retirements/resignations.

OTHER DISCUSSION ITEMS

FRANK CONESTABILE

NEW BUSINESS

Frank brought forth the recommendations for Employee of the Month to the committee:
Instructional: Mary McCormick
Non-Instructional: Ann Ruiz

Frank and Jeff discussed with the committee the request to add additional positions. The first being a split Special Education position between RFA and Strough. Last year a 50% Special Education position was created for Strough, those students have moved into the High School requiring the same services and a new group for Strough is in need of the services as well, so the request is to combine the 50% Strough position with an additional 50% for RFA.

The next position requested is a Co-Taught classroom at Strough. There is a need for additional support in Science and Social Studies.

Jeff discussed with the committee the request that was made to create a full time psychologist in March. We currently have hired a full time psychologist for a maternity leave that ends at the end of February. In March this individual would be able to assist in end of year reviews, write IEP's for students for next year, writing performance and program goals for IEP's. Assist in determining AIS needs.

Jeff also discussed creating three elementary positions at Ridge Mills. If the redistricting plan is approved, additional anticipated positions may be needed at Ridge Mills. At this time it is being requested that an additional anticipated Kindergarten, Second and Fourth Grade be created. We are not looking to fill these position immediately, we would just like to create them in the anticipation of need until the parent meetings and redistricting has been approved.

CONCLUSIONS

ACTION ITEMS

- ✓ Approve the employees of the month
- ✓ Approve the creation of additional positions.

ACTION ITEMS

- ✓ Appoint Instructional Candidates
- ✓ Appoint the Non-Instructional Candidates
- ✓ Approve the request for leave of absence
- ✓ Approve resignations and retirements
- ✓ Approve employees of the month
- ✓ Approve the creation of additional positions.

Next meeting scheduled: TBD