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| Topic | Minutes |
| 1. Call to Order | Board Chair Pam Elders called the meeting to order at 3 p.m.  Members Present: Jessica Kaneakua; Paula Dickey, Niki Barton-Hubbard; Pam Elders |
| 2. Review Agenda | No changes to the agenda. |
| 3. Public Comments | No public comments. |
| 4. Nominate Committee Chair | Paula nominated Jessica Kaneakua who accepted the nomination. All present agreed to recommend her appointment as PC Chair to the Board. |
| 5. Begin Planning Recruitment/Hire  Process & Timeline for SD | After discussing previous hiring processes and lessons learned, members agreed to recommend the following to the Board:   * Hire consultant to manage and oversee the recruitment-hiring process in order to ensure a fair, consistent, and non-partial process; leverage professional expertise to advise the Board; assure confidentiality. * Begin process asap to run through February; conduct in-house and community recruitment simultaneously. * Ask Interim Director to continue until a new SD is hired; target start-date for SD: July 1, 2019. * Decision from Board on compensation |
| 6. Establish Committee Objectives | Committee objectives approved with clarification of SD Evaluation.   1. Develop recruitment/hiring plan/timeline for School Director position to recommend to Board. 2. Recommend Recruitment and Hiring Policy/Procedures to Board. 3. Recommendation to the Board regarding Nepotism Policy. 4. Review current Personnel Policies; recommend revisions/additions to Board. 5. Conduct performance evaluation of School Director to include evaluation criteria, tools, process/procedures, and timeline. 6. Develop Employment Contract for SD including deliverables. |
| 7. Recruitment & Hiring Policy | Members discussed the proposed Recruitment and Hiring Process. Jessica will submit additional procedures as needed to the Committee for consideration. |
| 8. Nepotism Policy | Issues of nepotism were discussed:   * LCPCS is the largest employer in the area—how would such a policy affect ability to fill positions, community perceptions?; * Past experiences with hiring relatives and how these situations were addressed as well as their effectiveness; * Morale and favoritism; * Risk of discrimination charges in regard to marital status and sex; * Partner relationships; * Relationships of power and influence in regard to hiring, termination, evaluation, placement on Salary Schedule, transfers & promotion.   Ranges of policy options were discussed from no hiring of relatives allowed (most restrictive) to hiring with constraints (least restrictive). |
| 9. Review Personnel Policies | Not discussed. |
| 10. Adjourn | Meeting adjourned at 4:30. |

Attachments:

-Draft Recruitment & Hiring Policy

-Board Proposal Form: Nepotism Policy (from Don)

-Nepotism Policy Information

-Proposal for Personnel Committee Objectives SY 2018-19