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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
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| 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.
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| 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