



Personnel Subcommittee Special Meeting

Monday, September 18, 2023 5:45 PM

Board Meeting Room
Administrative Offices
137 B Glenwood Road
Clinton, CT 06413

Purpose of the Personnel Subcommittee: Reviews and provides input in the areas of staffing levels, selection/hiring and onboarding, personnel policies, staff supervision and evaluation, human resources processes and procedures, legal requirements, and is involved in contract negotiations.

Attendance Taken at 5:46 PM.

Erica Gelven: Present
Michael Hornyak: Present
Alan Samet: Present
Jack Scherban: Present
Catherine Staunton: Present

1. Opening Exercises

A. Roll call

Also in attendance were Assistant Superintendent M. Famiglietti and Superintendent M. O'Donnell.

B. Pledge of Allegiance

All stood and recited the pledge of allegiance.

2. Staff Climate Survey Overview

M. Famiglietti provided information related to the climate survey that was given to staff. The survey was given to all school staff and responses were primarily from certified staff members but did include paraeducators and other support staff input. He highlighted various areas of staff feedback, strong elements, and targets for focused actions.

3. Review of 2022-23 Staffing, Recruitment & Hiring

M. O'Donnell shared information regarding recruiting, hiring, and overall staff trending for 2022-2023. This included information about Family Medical Leaves and unfilled positions last year. She also shared information from summer 2023 recruitment and hiring. There was discussion about positions that are difficult to fill and some of the factors for that.

4. Teacher Evaluation Plan Revision Overview

M. Famiglietti shared an overview of the requirements for Teacher Evaluation revisions that were adopted by the legislature and CT State Board of Education in the Spring of 2023. This year, the district team called the Professional Development and Evaluation Committee (PDEC) will be working together to review the current Teacher Evaluation plan and to recommend adjustments to the plan or processes for the next school year. He reviewed the requirements that must be part of the evaluation system, the Clinton PDEC membership, and the timeline for the revision work. The Board will be updated and will need to approve the final plan that is recommended. He intends to bring the draft plan back to the Personnel subcommittee for the Board's review and input, followed by a regular Board meeting report and approval. Marco noted that paraeducators are represented on the PDEC for their input related to professional development.

5. General Discussion

M. O'Donnell shared information about upcoming contract expiration dates and negotiations.

6. Adjournment

The meeting adjourned at 6:47 PM.

Respectfully submitted by M. O'Donnell