

4.5.2

## Personnel Committee Minutes

December 5, 2019

Present: Joe Phelan, Tom Burnell, Steve Jenkins, Diane Lyons, Jackie Raccuia

The Committee discussed the following:

- Tom Burnell discussed the need to create a new job description to support the possibility of renaming and reconfiguring the current position of District Treasurer to that of Assistant Business Administrator, to involve additional duties. The job description will be sent to Dutchess County Personnel for review of Civil Service classification.
- The District is experiencing some difficulty in finding a sufficient number of certified substitute teachers. In an effort to attract more substitute teachers, the District is proposing an increase to the substitute teacher pay rate by \$10/day in order to make the substitute rate of pay competitive with neighboring school districts. The District plans to begin implementation of the salary increase as of January 2020 if approved by the Board of Education.
- The District hires “tutors” to provide educational services for students who are unable to attend school for prolonged periods of time for any number of reasons. The three individuals the District previously employed have found full time positions at different school districts and are no longer available to provide services to our students. The District is discussing the creation of one or more part-time positions in an effort to secure available educational services for these students.
- The Committee also was presented with information regarding upcoming tenure appointments.

Next meeting: January 5, 2020

Respectfully submitted by Jacqueline Raccuia