

Personnel Committee Minutes

11/19/25

5:00-6:00

CO conference rm.

Attendees: K. Chapman, B. Child, D. Stone, J. LeDuc, E. Hinkley, D. Alden, M. Gilbert, C. Culleton (virtual), E. Bulger (5:30)

1. Review of Staff Exit Survey Results Committee received at the last meeting -**Agreed this information is helpful and will review it again next Sept.**
2. Substitute Rate review for Jan. 2026. [Substitute Teachers](#) [Other Substitute Pay](#) - **we considered other rates in nearby districts and are making adjustments to begin 1/1/26.**
3. Discussion of Superintendent Hiring Process [Policy CBD - Superintendent's Contract Superintendent Job Description](#) - **Committee agreed for Chad to reach out to MSMA to get information about the process and assist the District in the hiring process.**
4. Job Description Review - Teacher Contract (Cont.)
 - a. [Library/Media Specialist](#) - **Started a review of this JD; question about the "Legal and Ethical Duties" section. These are the same on Classroom Teacher and Special Ed Teacher.**

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- b. [Nurse](#)
  - c. [Academic Dean](#)
  - d. [High School Guidance Counselor](#)
  - e. [Elementary/Middle Guidance Counselor](#)
  - f. [School Social Worker](#)
  - g. [ELL Teacher/Coordinator](#)
  - h. Occupational Therapist - [Sample OT](#)
  - i. [Restorative Practices Coach](#)
4. Other -

**Next Meeting: Jan. 21st @ 5:00pm @ CO.**