

SYVCS Personnel Committee Meeting Minutes
Thursday, January 12, 2017
Room 304 at 5:00 pm

OPEN SESSION

1) Call to Order

Meeting called to order at 5:20.

2) Roll Call:

Meg Rydman (MR), Board President (2018) x

Heather Fletcher (HF), Treasurer (2018) x

Elizabeth Dowhower (BD), Member at Large (2017) x

3) APPROVAL OF AGENDA for January 12, 2017

Motion to approve the agenda: BD

Second: HF

Discussion: None

Vote: Approved 3-0-0

4) Public Comment

None

5) Informational/Discussion

a. Review of Director evaluation process and timeline

MR introduced the general process and timeline for completing the Director's evaluation. Specific dates and timelines were established: Closed session discussion agendized at board retreat 1/28. Surveys will go out 1/30, due 2/8. Personnel committee will review and begin drafting evaluation document. Personnel committee will present draft to board in closed session at February 28 regular meeting.

b. Parent and teacher surveys

Last year's survey questions were reviewed. A few minor revisions were made. MR will send the staff survey to some staff members and ask if they have any revisions to make.

6) Action Items

a. None

7) Public Comment on Closed Session Item

None

CLOSED SESSION

1) Public Employee Performance Evaluation – Executive Director

Closed session called to order at 5:33.

Closed session adjourned at 6:12.

OPEN SESSION

8) Report out from Closed Session

No action was taken. A general discussion of previous year's evaluation document was held and committee considered initial thoughts for current evaluation and steps necessary to complete it.

ADJOURNMENT

Meeting was adjourned at 6:17 pm