

*Colonial School District
Human Resources Committee
Superintendent's Conference Room, District Office
Meeting Minutes
September 1, 2010, 5:00 pm*

Committee members present: Mel Brodsky, Beth Suchsland
Other Board members present: Gary Johnson, Kathleen Oxberry, Bernie Brady
Administrators present: Dr. Vincent Cotter, Dr. MaryEllen Gorodetzer, Richard Hartz, Leticia Erickson, Joe Bickleman

Mr. Johnson called the meeting to order at 5:15 p.m.

There were no public comments on the agenda.

Salary Adjustment Proposal

Mr. Bickleman presented a salary adjustment proposal for the Payroll Specialist and Tax Collector positions that included 2010-11 annual increases of \$2,850 and \$2,400 respectively. The rationale for the proposed increase is due to the reassigning of some additional duties to these positions as part of a staffing reorganization initiative at the district office. Several Committee members asked Mr. Bickleman clarifying questions about the proposal. The Committee withheld making any decision on the proposal at this time with further discussion on this topic to occur during the executive session portion of the meeting.

Review of Extra Duty Positions

The Committee reviewed some additional historical extra duty student enrollment reports prepared by Charlie Forster. A request was made by Mr. Johnson to reorganize the data in a different format to make it easier to follow the enrollment trends through the years. Mr. Hartz will share this request with Mr. Forester and present a revised report to the Committee at a future meeting.

Student Enrollment Report

Mr. Hartz presented updated enrollment figures to the Committee for review. Enrollment figures are trending very close to projections, with no classes exceeding the desired grade level maximum. Mr. Hartz advised the Committee of the historical enrollment fluctuations that occur during the first month of the school year. Mr. Hartz will provide the Committee with an updated enrollment report next month for review to be sure that numbers remain within acceptable ranges.

At 5:54 pm., Mr. Johnson requested that the Committee go into Executive Session to discuss confidential matters.

The meeting adjourned at 6:15 pm.

Respectfully submitted,

Richard Hartz
Director of Human Resources