

*Colonial School District
Human Resources Committee
Superintendent's Conference Room, District Office
Meeting Minutes
August 13, 2012, 4:00 pm*

Committee members present: Sue Moore, Mel Brodsky, Leslie Finegold

Other Board members present: Alan Tabachnick, Julie Knudsen

Administrators present: Dr. MaryEllen Gorodetzer, Richard Hartz, Trevor Jackson

Mrs. Moore, Committee Chairperson, called the meeting to order at 4:03 p.m.

There were no public comments on the agenda.

Recommendation for new Financial/HR software

Trevor Jackson provided the Committee with an overview of the evaluation process the district used to review the software programs. Staff members from both the business and human resources offices were involved in the demonstration presentations from the two vendors along with representatives from Upper Merion School District. After a thorough review of the two programs, the consensus of the group was to recommend the Skyward program with a projected implementation date of January 2013. The Committee members asked some clarifying questions about various components and features of the new system. The Committee supported the recommendation and this will be an action item at the August 16, 2012 Board meeting.

Staffing update

Richard Hartz and Dr. Gorodetzer provided the board with an update on the recently filled positions across the district along with current and anticipated vacancies. The recommended appointments will be action items on the August 16, 2012 personnel agenda for Board consideration.

Enrollment Update

Richard Hartz provided the Committee with a comparative enrollment report as of 8/7/12 showing actual figures along with projected. Class size ranges at all grade levels are within contractual guidelines with the majority of enrollment figures trending at or below projections. The administration will continue to monitor kindergarten enrollment figures closely over the next few weeks to determine if any staffing adjustments are needed before the start of the school year.

Human Resources Committee Meeting Schedule

The Committee discussed schedule options for future HRC meetings. Mrs. Moore recommended continuing with 5pm meetings on the first Wednesday of the month and there was consensus from the group for this time slot. Finance Committee meetings are expected to be held immediately after HRC meetings at 6pm. Dr. Gorodetzer will review and finalize Board Committee schedules at an upcoming Board Information Meeting.

At 4:32 p.m. the Committee went into Executive Session to discuss confidential matters.

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Richard Hartz
Director of Human Resources