

***Colonial School District
Human Resources Committee Meeting Minutes***

*Superintendent's Conference Room, District Office
September 8, 2016, 6:00 pm*

Committee members present: Beth Suchsland, Mel Brodsky, Alan Tabachnick, Sue Moore

Other Board members present: Leslie Finegold, Bernie Brady, Kathleen Oxberry, Felix Raimondo, Cathy Peduzzi

Administrators present: Dr. MaryEllen Gorodetzer, Dr. Leticia Rodríguez, Mr. Terry Yemm

The meeting was called to order at 6:19 p.m.

Public Session

There were no public comments.

2016-17 Enrollment & Staffing Update

Dr. Rodríguez shared that we have been watching enrollment closely, as we do every year at this time. We discussed enrollment and issues surrounding late registrations, as well as withdrawals and how this impacts the student enrollment numbers. We have not had to increase staff beyond what was projected last Spring, and all but one of the new positions have been filled. We also received a retirement and will be filling that position with a current employee, so we have posted the replacement's position.

The board asked for follow up next week regarding the number of students who were not placed in their home school due to class sizes, and also information regarding how withdrawals are processed if the parent does not complete the process with the District and the a student does not report to school. Mrs. Berk, Pupil Services Coordinator, will be providing this feedback at next week's meeting. We will continue to keep the board updated on enrollment numbers across the District.

At 6:30 p.m. the Committee went into Executive Session to discuss confidential matters.

The meeting adjourned at 6:46 pm.

Respectfully submitted,

Dr. Leticia M. Rodríguez
Director of Human Resources