

**BOE HR/Personnel Committee Minutes**  
**October 21, 2013**  
**SHS Library Media Classroom**  
**6:00 p.m.**

The meeting of the Stonington Board of Education's HR/Personnel Committee was called to order at 6:00 p.m. Monday, October 21, 2013 in the Stonington High School Library Media Classroom.

Attendees Present: Gail MacDonald, Faith Leitner, Deborah Downie, Ana deOliveira, Nikki Gullickson and Superintendent, Van Riley. Also, present SHS students and Alexa Garvey (BOE candidate).

Absent: Bill King

The Committee discussed the following concerns:

1. HR/Personnel Dept. Staff - Current structure of existing staff regarding HR/Personnel department was reviewed. A flow chart of responsibilities was requested and will be provided at the next meeting.
2. Resources - Lack of current resources and databases was discussed. The Committee shared their ideas of different databases in which to store personnel information that can be used and maintained more efficiently.
3. Professional Development - The Committee suggested staff attend workshops on HR/Personnel to keep up-to-date with current laws and resources.
4. Services - Administration to contact CABC, CASBO and LEARN for potential resources regarding HR/Personnel monitoring and procedures.

The next HR/Personnel Committee meeting will be scheduled for November date TBD when the above information has been obtained.

Adjournment: 6:40 p.m.

  
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Van Riley, Superintendent