

**NRSD School Committee Subcommittee Goals for PERSONNEL : End of Year Report June 15, 2016**

**Responsibilities:**

- Assist the SC Chair with oversight of the superintendent evaluation process.
- Negotiate Superintendent contract and salary
- Identify District personnel needs that support improved student learning
- Participate in negotiations for 2016-17 Collective Bargaining Agreements

**Goal 1: Facilitate the superintendent’s and school committee’s participation in the Superintendent Evaluation Process**

Activities to Achieve Goal	Timing
<ul style="list-style-type: none"> <li>• Work with superintendent to develop the Superintendent’s Annual Plan that will be presented to the School Committee for discussion and approval</li> <li>• Work with the Superintendent to prepare his progress report for the mid-cycle goals review meeting with the school committee</li> <li>• Facilitate the development of the End-of-Cycle and Summative Evaluation Report with the School Committee and the Superintendent</li> </ul>	<ul style="list-style-type: none"> <li>• October 7, 2015</li> <li>• February, 2016</li> <li>• April 6, 2015 or May 4, 2016</li> </ul>
<p><b>Progress to Date:</b></p> <ul style="list-style-type: none"> <li>• The resignation and subsequent separation agreement rendered this goal non applicable for the 2015-2016 school year. However, moving forward, the activities described above will be the process for working with our new superintendent.</li> <li>• The PSC was able to lead the School Committee to complete a modified evaluation for our Interim Superintendent, using the goals he created in his entry plan and applying the DESE’s Standards of Effective Administrative Leadership.</li> </ul>	

**Goal 2: Negotiate Superintendent Contract**

Activities to Achieve Goals	Timing
<ul style="list-style-type: none"> <li>• Develop a timeline and protocol for engaging in contract negotiations with the Superintendent.</li> </ul>	<ul style="list-style-type: none"> <li>• October 21, 2015</li> </ul>
<p><b>Progress to Date:</b></p> <ul style="list-style-type: none"> <li>• This goal was rendered moot given the resignation and subsequent leave of absence granted to the the former superintendent.</li> </ul>	

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**Goal 3: Identify District personnel needs for the 2016-2017 school year**

<b>Activities to Achieve Goals</b>	<b>Timing</b>
<ul style="list-style-type: none"> <li>• Evaluate information relative to personnel needs that support improved student learning</li> <li>• Make recommendations relative to personnel needs and identify their implications, for the FY17 (school year 2016-2017)</li> </ul>	<ul style="list-style-type: none"> <li>• October, 2015</li> <li>• November 2015</li> </ul>
<p><b>Progress to Date:</b></p> <ul style="list-style-type: none"> <li>• From October, 2015 through February 2016, the PSC looked at job descriptions and contract information for all non-union personnel. During the budget development process, the PSC reviewed requests for additional district personnel. The PSC recommended the following to be included in the FY17 budget: restoration off the Instructional Technology teachers that were cut from the Hale Middle School and the Luther Burbank Middle School in 2009; restoration of the Librarians that were cut from from the Hale Middle School and the Luther Burbank Middle School in 2012; restoration of a full-time principal at the Hale Middle School; addition of .6 FTE at the High School to accommodate the expansion of the role of the Department Heads; and elimination of the Custodial Services Manger position.</li> </ul>	

**Goal 4: Begin preparation for 2016-17 Collective Bargaining Agreements**

<b>Activities to Achieve</b>	<b>Timing</b>
<ul style="list-style-type: none"> <li>• Meet with Director of Human Resources to determine what steps are necessary in order to prepare for 2016-2017 Collective Bargaining Agreements</li> <li>• Consult with MASC regarding training and resources to prepare members of the School Committee for collective bargaining.</li> </ul>	<ul style="list-style-type: none"> <li>• January 2016</li> <li>• November 2015</li> </ul>
<p><b>Progress to Date:</b></p> <ul style="list-style-type: none"> <li>• At the November 16, 2015, meeting of the PSC, the Director of Human Resources outlined the process necessary for preparing to enter into collective bargaining with the NREA. The process includes: Creation of a negotiating committee comprised of union members from every building and every level, a member of one Town’s government, and members of the Personnel Sub-Committee; development of Ground rules; and, identification of issues that district, school administration and the school committee want brought to the table. Historically, issues involve salary and time for meetings and professional development. Salary and other contract “asks” are compared to AVC schools. Negotiations will start in December of 2016. At the November meeting, the PSC reported that the school committee is interested in training on collective bargaining since no one on the current committee has participated before. The school committee is also interested in training opportunities with the Unit A bargaining group.</li> <li>• The School Committee Chair has arranged for the School Committee to have training in collective bargaining on July 7, 2016 and at the Tri-town meeting on June 8, 2016, asked the three towns’ Town Administrators for one municipal representative to serve as a member of the School Committee’s negotiations committee.</li> </ul>	

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**Additionally, the PSC:**

- Facilitated the process for the Interim Superintendent Search.
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- Revised and brought forward to the school committee for approval job descriptions and salary level for Pupil Personnel Services, Manager or Human Resources and Facilities Director.
- Identified inconsistencies and made appropriate edits to non-union contracts
- Reviewed best practice standards across like-districts and made recommendations to the school committee regarding fringe benefits in non-union contracts.
- Raised School Committee awareness of lack of Committee compliance with SC Policies GCBA: Professional Staff Salary Schedules and GCA: Staff Positions.