



PERSONNEL COMMITTEE ZOOM MEETING MINUTES
July 11, 2022

Board members in attendance: Reuel Parks-chair, Dr. David Asbery, Siobhan Carter-David
Administration in attendance: Jody Goeler, Benjamin Dix, Gary Highsmith, Michelle Coogan

Call to order and roll call – 6:02 pm

1. Information Items:

- a. Discussion of the job description for Assistant Director of Pupil Personnel ~~Services~~
-Jody Goeler reviewed basic information for the current Special Education department.
Gary Highsmith discussed the actual draft job description. Benjamin Dix discussed in more detail some of the responsibilities of this job.
- b. Discussion of personnel needs at Hamden Middle School as a result of its admission to the Commissioner’s Network
-Michelle Coogan reviewed the positions at Hamden Middle School that have been created through the partnership with the State Commissioner’s Network including Dean of Students for 7th and 8th grade, Content Instructional Specialist, 4 additional Climate Support Staff, and a Family Engagement Coordinator. There are also additional 5 new stipend positions, such as a chairperson for professional learning committees to someone to serve as a chairperson for a scheduling committee.
- c. Discussion of the reorganization of the two Assistant Superintendent positions

-Gary Highsmith reviewed the transition of the current structure of Assistant Superintendents from one for curriculum and one for HR. Moving forward, there will be an Assistant Superintendent for Elementary Curriculum and the other will be an Assistant Superintendent for Secondary Curriculum with HR duties being split between them both and Gary Highsmith.

2. Action Items:

- a. Approval of the job description for Assistant Director of Pupil Personnel Services
Motion- Dr. David Asbury
2nd- Siobhan Carter-David
Unanimous

3. Adjournment at 7:26pm

- Motion- Dr. David Asbury
2nd- Siobhan Carter-David
Unanimous