

**Waterbury Board of Education
School Personnel Committee Minutes
Via ZOOM
April 12, 2021**

Call to Order: 5:30 p.m.

Present:

Charles L. Stango, Chair
Elizabeth Brown, Commissioner
Rocco Orso, Commissioner
Ann Sweeney, Commissioner

Juan Mendoza, Assistant Superintendent
Verna Ruffin, Superintendent of Schools

Item #1

Job specifications for the new position of Director of Equity and Inclusion (replacing District Climate & Attendance Coordinator)

Dr. Ruffin reviewed the history of the position and stated the new specifications try to capture the essence of what the job entails.

Mr. Mendoza shared the job description for Director of Equity and Inclusion and reviewed the qualifications.

Commissioner Orso questioned Part V – Physical strength. Mr. Mendoza stated this is standard language on job specifications. Commissioner Orso suggested maybe replacing the word “must” with “should have”.

Commissioner Brown asked how the position will be evaluated as to the effectiveness.

Dr. stated we have some surveys, feedback from students and from families. The ways we use that data is very important, ways that we hold ourselves accountable.

Commissioner Sweeney asked if the salary is reflective of the 092 requirement and expansion of duties. Mr. Mendoza stated it’s also reflective of what’s being paid in other districts.

Commissioner Sweeney questioned the removal of “school climate” and the importance of that piece in the job. Dr. Ruffin stated the new title embodies all that kind of work under equity and inclusion.

Position is funded 50% by General Fund and 50% by Title IV.

Non-union, “director” will be removed from the SAW contract, no longer a part of SAW. Why is it being called a director rather than a supervisor or manager. Currently the State is calling it a “director” position.

Commissioner Stango asked if the position would still be eligible for the State Retirement System. Mr. Mendoza stated yes if they're serving under the 092 certification that would go to the TRB position.

Language stating "serves as representative on City's Sensitivity Task Force" will be researched to see if this Task Force exists. If it does not, this item will be removed.

Motion to approve the job specifications for the position of Director of Equity and Inclusion and move to the regular board meeting. Motion by Commissioner Sweeney and seconded by Commissioner Brown. Motion passed unanimously.

Motion to adjourn at 6:15 p.m. Motion by Commissioner Orso and seconded by Commissioner Sweeney. Motion passed unanimously.

Minutes prepared by Carrie A. Swain, Clerk