



HR Committee Minutes

Committee/Team/Dept.: HR Committee	Human Resources COMMITTEE	Date/Time: November 27, 2023 3:48 pm	Location: Faculty Dining Room (FDR)
Meeting Facilitator: M. Fishler	Note Taker: S. Sedani	Background materials, texts, resources: October 2023 Minutes	

Call to Order/Roll call		Presenter: M. Fishler
Background / information presented: None		
Discussion:	Meeting called to order at 3:48pm Present Members: Matthew Rubin, Amber Pentecost, Peggie Sierer, Michael Fishler, Christina Green, Leila Haghi, Kristine Torres, Ari Bennett	
	Approval of Minutes	Presenter: Committee
Background / information presented: None		
Discussion:	Minutes: October 2023 Motion to approve: Fishler Seconded by: Pentecost Action: Approved as amended	
Open Communications		Presenter: L. Haghi
Background / information presented: None		
Discussion:		
PARENT CHAPERONES	<ul style="list-style-type: none"> • Would it be possible to make it easier for parents to be cleared to chaperone for field trips? • Parent tried to volunteer. She had to go to a few different places and take time off work to complete requirements. <ul style="list-style-type: none"> ○ The parents were also having trouble with the follow up to know if they were cleared yet or not. • Haghi is wondering if there is a more efficient way for parents to be cleared. • Live scan background check, TB clearance, volunteer form, and vector online training. <ul style="list-style-type: none"> ○ Safe School training does not need to be done if parents are only attending a single field trip. It will be a requirement if they are attending multiple trips. ○ Live scan is valid for lifetime and TB clearance is valid for 4 years. ○ BCCHS works with a live scan vendor. ○ The school nurse can do a TB clearance, if they meet the base requirements. <ul style="list-style-type: none"> ▪ If they need to do an actual test based off the answers in the clearance questionnaire, they will be referred to a vendor for the TB test. • Chaperone clearance can take 2 days or take a few weeks. 	

	<ul style="list-style-type: none"> • SUGGESTION: During patriot preview, set-up a booth for parents to sign up to be a parent chaperone for the school year. HR will keep a list of all the parents who signed up and can contact them if there is a need for chaperones.
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	Information	Presenter: Various
Background / information presented:		
<u>WELLNESS COMMITTEE</u>	No Update	
<u>SUNSHINE COMMITTEE</u>	<ul style="list-style-type: none"> • Secret Pal will begin in December. 	
<u>GENERAL HAPPENINGS</u>	No Update	
	Discussion Items	Presenter: Various
Background / information presented:		
Discussion:		
<u>STAFF SHOWCASE – STAFF MEMBER OF THE MONTH</u> <u>DONATION SYSTEM FOR APPRECIATION EVENTS</u> <u>BUDDY PROGRAM UPDATES</u>	<ul style="list-style-type: none"> • No update. • Has been going well. • The team reported that they enjoy seeing the shoutouts. <ul style="list-style-type: none"> • Strategizing how to create a system for donations. • The goal is to create a sense of appreciation and unity amongst staff. <ul style="list-style-type: none"> ○ Do more specialized events and appreciation days for staff. • Funds can be used for gift cards, dinners, lunch, etc. • Dad’s Club is an example of a club that accepts donations and uses the funds for athletics, gift cards, etc. • If we were to advertise it, Ari would like for it to go to the school donations funds, not the Dad’s Club. <ul style="list-style-type: none"> ○ If funds are added to the donation fund, they can be used for teacher appreciations. <ul style="list-style-type: none"> ▪ Discretionary funds. • Bennett added that we can add a link to the school website to open donations up to the community. • Pentecost added that her child’s school does a “giving campaign” that brings in over \$100k to the school. <ul style="list-style-type: none"> ○ Suggestion to do something similar at BCCHS. ○ Bennett said he would need to think about it, considering we are a Title 1 school. • An alumni association would also bring in the school donations. <ul style="list-style-type: none"> • Fishler sent out the information regarding the Buddy Program. • All the hallway buddies have been established. 	

<p><u>FACULTY CONCERNS</u></p>	<ul style="list-style-type: none"> • Air-fresheners <ul style="list-style-type: none"> ○ Possibility of removing them or changing their location. ○ The scent is almost gone since time has passed. ○ Have not received any recent complaints. • Icemaker in FDR <ul style="list-style-type: none"> ○ Has been removed from FDR because it broke down. ○ James is trying to find a new one that is up to the health code.
<p><u>YEAR LONG CELEBRATIONS</u></p>	<ul style="list-style-type: none"> • Maintaining joy and good feelings among staff. • The Mother’s day event was well-received by staff. <ul style="list-style-type: none"> ○ Fishler suggested doing the same this year. ○ Bennett will ask Navarro for an events list from las year.
<p><u>CAFETERIA UPDATES</u></p>	<ul style="list-style-type: none"> • No updates
<p><u>COLLAB ROOM UPDATES</u></p>	<ul style="list-style-type: none"> • Christina and Amber are still looking into furniture options for D collab room. • They have websites that we have previously purchased from.
<p><u>NEW HR COMMITTEE CHAIR</u></p>	<ul style="list-style-type: none"> • Still searching for new HR committee chair.
<p><u>ACTION ITEMS</u></p>	<ul style="list-style-type: none"> • None
<p><u>FOLLOW UP ITEMS</u></p>	<ul style="list-style-type: none"> • Alumni data base - Bennett • Open enrollment numbers and data after presenting FAQs – HR • Retirement fair - Pentecost

	Adjournment	
<p>Background / information presented:</p>	<p>Adjournment: Fishler The meeting ended at: 4:39pm Next meeting: January 2024</p>	