



Ottawa Hills Local Schools

Personnel and Human Resources Committee Meeting March 13, 2024 8:00 a.m. Village Green Conference Room

AGENDA

1. Meeting Called to Order

Present: Kathy Lathrop, Jen Kieliczewski, Adam Fineske, Jill Michaelson, Tom Siloy

2. Items for discussion

A. Discussion on Special Education Staff with Jill Michaelson.

- a. Intervention Specialist caseload/position
- b. Speech Services
- c. Clarification about why transition from ESC to District in 2020/2021

B. Discuss postings of open positions if levy passes or if levy doesn't pass

C. Review draft job description for MTSS District Coordinator (if levy passes)

- a. [Job Description - District MTSS Coordinator](#)

D. Update on Athletic Director Posting, potential candidates and next steps

E. Review Organizational Charts

- a. 2023-2024 chart
- b. Draft 2024-2025 chart

3. Items for possible Board approval

A.

4. Additional items, issues or concerns

- A. Performance Audit Recommendations Review
- B. Admin Handbook Review Timeline

5. Adjournment