



**East Greenwich School Committee
Personnel Sub Committee**

Minutes

Date: Thursday, May 23rd, 2024
Time: 1:00 p.m.
Place: Central Administration Offices, 111 Peirce Street, East Greenwich, RI
and via Zoom

1. Superintendent Evaluation Update - Redeployed the staff/direct reports feedback survey due to the first one having technical issues. Asked direct reports/staff to complete it by the first week of June. We reviewed the number who have completed it again. We also sent a reminder to all who had not yet responded. The School Committee will begin its process on June 11th. An email reminding the committee members of the process will be sent today.
2. Job Description Revision Process/Reviewing Staff Feedback - We have not yet sent out the feedback form for the first targeted role (School Psychologists), so we synthesized feedback Mr. Marcaccio had compiled in face-to-face group discussions with staff for the school psychologist role and the school social worker role. This already provides the basis for some strong job description revisions, but we won't be drafting until we have provided an opportunity for all staff in that role to provide feedback (through the form). The next meeting will be to review the form/feedback from the school psychologists and draft a revised job description for that role.

Minutes completed by Nicole Bucka, Subcommittee chair