

PERSONNEL/FINANCE COMMITTEE MEETING

Thursday, November 18, 2021 – 3:00 PM

VRS – Room 101

For the Purpose of discussing changes to the Table of Organization

1. Roll Call: Present were Michael Arnett, Chair and Anthony Mantell, Committee Member. Non-Committee Board members in attendance were Cindy Gibson and Ellen Murray. Attending ex-officio was Superintendent Matthew Purcell
2. Agenda – No changes
3. Discuss possible changes/outcomes to the TO as follows:
 - A. Business Manager (internal posting for five days) – Must have at least three years paid supervisory experience
 - B. Rename existing positions in the business office:
 - *Fiscal Human Resources Specialist* renamed *Fiscal Clerk*
 - *Clerical* renamed *HR Clerk*
 - C. Eliminate Behavior Support Specialist
 - D. Create Outreach Department – One Director, One Coordinator (will remain vacant – SOCOG) – Two Positive Support Facilitators
 - E. School Secretary will move from 12 months to 11-month position
4. The Committee entered into Executive Session at 3:09 P.M. *In accordance with ORC 121.22 Public Meetings – Exceptions (G) (1), the Board will enter into executive session to consider the appointment, employment, promotion and compensation of a public employee(s) or official on a motion made by Mantell and seconded by Arnett. The motion carried unanimously.*
5. The Committee returned to regular session at 4:04 P.M. with the following recommendations to be presented to the full Board:
 - A. Eliminate the positions of Behavior Support Specialist and Public Relations Coordinator
 - B. Create an Outreach Department with four positions:
 - Director
 - Coordinator
 - Two Facilitators
 - C. Rename two positions in the Business Office
 - *Fiscal/HR Specialist* renamed *HR Specialist*
 - *Clerical* renamed *Fiscal Specialist*
 - D. Change the VRS Secretary from a 12-month to an 11-month position.
6. Adjournment: On a motion made by Gibson and seconded by Murray, the Committee adjourned at 4:07 P.M.

Submitted by:

Matthew Purcell, Superintendent

Minutes Prepared by:

Carla Nelson-White, Executive Asst