



Personnel Subcommittee Special Meeting

Monday, October 24, 2022 5:30 PM

Board Meeting Room
Administrative Offices
137 B Glenwood Road
Clinton, CT 06413

Purpose of the Personnel Subcommittee: Reviews and provides input in the areas of staffing levels, selection/hiring and onboarding, personnel policies, staff supervision and evaluation, human resources processes and procedures, legal requirements, and is involved in contract negotiations.

Attendance Taken at 5:30 PM.

Erica Gelven: Present
Michael Hornyak: Absent
Peter Nye: Present
Alan Samet: Present
Jack Scherban: Absent
Catherine Staunton: Present

1. Opening Exercises

A. Roll call

Also present were Superintendent O'Donnell, Assistant Superintendent Famiglietti, and EAC President Mike Meizies.

B. Pledge of Allegiance

All participants stood and recited the Pledge of Allegiance.

2. Discussion re: Staffing Considerations Related to CPS Strategic Plan

Superintendent O'Donnell opened the meeting by setting the stage for staffing considerations related to the district's strategic plan. She shared a slide presentation detailing some of the topics to be discussed during the subcommittee meeting. She stated that this evening would focus on instructional staffing, which includes certified staff and paraeducators. Superintendent O'Donnell presented a set of Google slides that framed the conversation. Board Chair Gelven stated that the district is people-driven and that staffing is more than a price tag for consideration during the budget season.

Superintendent O'Donnell shared guidelines for staffing ratios utilized by district administrators to determine class sizes and a document showing future student enrollment projections. Superintendent O'Donnell shared enrollment assumptions and stated that projected enrollment drops at Eliot and Morgan would necessitate a conversation about staffing reductions. She stated that most likely there would be a recommendation to reduce staffing at the middle school by eliminating the split 7th/8th-grade team of teachers resulting in one 7th-grade team and one 8th-grade team. The subcommittee discussed the projected enrollment decreases and the impact on providing a comprehensive high school program.

Superintendent O'Donnell asked the subcommittee for their thoughts regarding the staffing priorities. Several questions were posed related to retirements, incentives, and the potential impacts related to staffing reductions.

3.Review of Grant-Funded Positions

The subcommittee reviewed the grant-funded positions that would need to be funded by the district operating budget moving forward. Superintendent O'Donnell described each of the grant-funded positions and how they are being used. She stated that she would be making a recommendation in the future as to which positions she would like to see funded by the district after grant funding expires. The subcommittee discussed the need to present a budget that would fall within the town council's recommended 2.5% increase. Superintendent O'Donnell asked the subcommittee to provide her with further questions and directives as the budget season begins.

4.Discussion re: Extra Pay Positions for Certified Staff

Superintendent O'Donnell described the work of the stipend committee charged with reviewing extra-pay stipends available for clubs, activities, and athletics.

5.General Discussion

6.Adjournment

The meeting adjourned at 6:44pm