

HCSD Board Members:

Brian Lynch, President; Pam Strollo, VP; Rose Apgar; Mark Brinthaupt; Michael Buck, Ph.D.; Warren Conklin James Jacobus; Doug Johnson; Ruth Miller; Student Rep. Abigail Clark and Co-Alternates Samantha Owen and Arianna Scaptura

Central Administrative Team:

Ralph Marino, Jr., Ed.D., Superintendent
Judy Christiansen, Human Resources, Dir.
Kim Williams, Student Servs. Director
Virginia Abrunzo, Elem. Ed. Director
Jay Hillman, Secondary Ed. Director
Jane St. Amour-Bradley, School Business Executive

**HORSEHEADS CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION HUMAN RESOURCES COMMITTEE
SEPTEMBER 12, 2012, at 3:30 P.M.
SUPT'S CONFERENCE ROOM**

MINUTES

Pledge of Allegiance

1. CALL TO ORDER

Mr. Brinthaupt called the meeting to order at 3:31 p.m.

2. ROLL CALL OF THOSE IN ATTENDANCE

MARK BRINTHAUPT

Members in attendance included: Mark Brinthaupt, Warren Conklin, Brian Lynch, Judy Christiansen and Ralph Marino, Jr.
Ms. Strollo arrived at 3:53.

3. DISCUSSION ITEMS

3.1 H.R. Recommendations for September 27, 2012 BOE meeting

Draft recommendations were reviewed and will be presented to the Board.

3.2 Review of Probationary Teachers

Mrs. Christiansen reviewed the process used in previous years for the review of probationary teachers eligible for tenure. The Committee agreed to follow the same process for this upcoming year wherein the Building Principal shall appear before the Committee and review each eligible teacher under their supervision.

3.3 Review of Hiring Process

Mrs. Christiansen outlined concerns with this year's hiring committees. She also reviewed the BOE Policy on Recruiting and Hiring. For the upcoming school year, Mrs. Christiansen shall revert to the letter of the Hiring Policy in terms of hiring committee make-up and procedure.

3.4 Superintendent's Evaluation Process

Dr. Marino shared the District's current Superintendent evaluation process and the process followed in several other districts. The Committee will continue the discussion regarding the evaluation.

3.5 Goals for the 2012-13 school year

The Committee has established the following goals for the upcoming year:

1. Review and recommend appropriate changes to the Superintendent's evaluation
2. Conduct an on-going review of Health Insurance costs

4. GOOD OF THE ORDER

Dr. Marino presented a draft of the Organizational Chart as reviewed and presented to the Policy Committee. The Policy Committee shall present the Chart to the Board as a first reading at the September meeting.

5. ADJOURNMENT

The meeting was adjourned at 4:35 p.m.

cc: **Cathy Knowles, Susan Pirozzolo**

Future Meeting Dates: October 10, November 14, December 12, January 9, February 13, March 13, April 10, May 8, June 12