

## **Governance and Human Resources Comm.**

### **Meeting Minutes**

**Sept. 6, 2018 at 12:30 PM**

#### **Governance**

1. Review per RSA our school's EOP- Emergency Operation Plan for September 12 Board approval

**Motion:** To approve the draft of EOP policy as amended--Tom M. Second: Lisa Approved Unanimously and referred for board approval

2. Board member as "process observer" for board meetings--Amy & Tom

**Motion:** At each Board meeting we will have a meeting evaluation checklist & commentary completed by board members--John, Second: Barbara Approved Unanimously and referred for board approval

3. Progress update seeking a new school attorney and a new Board nominee--Tom Set up intro. meeting with Atty Dan Marr Interested Board member--David Glasier

4. Extracurricular Activities Impacting School Day Policy: **Motion:** Move to approve--Lisa, Second: Barbara Approved Unanimously and referred for board approval

#### **Human Resources**

4. Follow up discussion on the "HRA" granted to Amy at our last meeting. (Amy is excused)--Lisa Change timing for second installment of payment of HRA from February, 2019 to November, 2018

**Motion:** Recommend to Board by John Second: Lisa, Approved Unanimously and referred for board approval

5. Exit interviews follow-up for employees who left MACS--Lisa

**Exit Feedback:** Amy received 6 replies--staff left for better personal benefits & salary, location/travel, relocation or combination

We need to review benefit and salary package to make it more competitive

6. Other HR issues we did not complete at end of year--Lisa

#### **Future Agenda Items will include:**

1. Plans for Governance and HR based upon board self-evaluation and July retreat
2. Possible review of By-Laws & re: board member removal & grievance
3. What policies remaining from last year do we still need to put into place?
4. Benefits and salary package