

Personnel Subcommittee Minutes

10-19-22

In attendance: Jim Baker, Moira Bashaw, Tammy Mahoney, Human Resources Director Diana Rooney, Superintendent Thomas Ambrose and Business Administrator, Matt Angell.

1. Call to Order- Chair Bashaw called the meeting to order at 4:34 PM.

2. Review of Minutes- **Ms. Bashaw asked for a Motion on the Minutes of 9-21-22 moved by Mr. Baker and seconded by Ms. Mahoney.**

No discussion.

Vote: All in Favor

3. Non-Public Session per RSA 191-A 3: II (c)- Superintendent Ambrose recommended a non-public meeting for a short while.

Ms. Bashaw asked for a Motion to enter a non-public session per RSA 91-A:3 II (c), moved by Mr. Baker and seconded by Ms. Mahoney.

Roll Call Vote: All in Favor

Ms. Mahoney made a Motion to seal the non-public minutes in perpetuity, seconded by Mr. Baker.

Vote: All in Favor

4. Job Descriptions- Chair Bashaw asked for a Motion to approve the following five job descriptions, moved by Mr. Baker, and seconded by Ms. Mahoney.
 - a. [ESOL Teacher/Coordinator](#)
 - b. [Elementary Special Education Coordinator](#)
 - c. [Project Manager, System of Care](#)
 - d. [Occupational Therapist](#)
 - e. [Special Education Preschool Teacher](#)

Mr. Baker clarified these are all existing positions and one of them is paid for by a grant, so these are job descriptions being updated for existing positions as part of the hiring process.

Ms. Rooney discussed the next number of job descriptions she will forward to the group for the next meeting.

Vote: All in Favor

5. Next Meeting Date- Thursday, November 17, 2022

6. Meeting adjourned by Chair Bashaw at 4:47 PM.

Recorder:

Phyllis Kennedy
District Clerk