



Human Resources Committee Meeting
Wednesday, March 23, 2016
12:00 Room B415

Board members present: David Cox, Board Member for District 9, Committee Chair
Janice Morreale, Board Member for District 5, Committee Member
Pam Timms, Board Member for District 6, Committee Member
Ray Winters, Board Member for District 3, Committee Member-Via Phone
Joe DeFeo, Board Chair

Staff present:

Rick Maxey, Superintendent
Mary Anderson, Chief Human Resources Officer
Edward Boyd, Chief Officer for Accountability and Information
Daryl Brown, Chief Officer for Support Services
Carolyn Chestnut, Chief Officer for Instructional Support Services
John Gardner, Chief Financial Officer
Kenneth Generette, Staff Attorney
Boone Myrick Chief Officer for Learning Services
Merri DuRant, Administrative Assistant for Human Resources Chief Officer
Media Representative

Welcome - Call to Order

Chairman David Cox called the meeting to order at 12:08 p.m.

Acknowledge Compliance with FOIA – David Cox

As required by SC Law 30-4-80, local news media were informed of the date, time, place, and agenda of this meeting. Copies of the agenda were posted at the district office and distributed to schools for posting.

Approval of Agenda

Mr. Cox made a motion to approve the Agenda. The motion carried.

Approval of Minutes

A motion was made to approve the Minutes of the February 8, 2016 Human Resources Committee Meeting. The motion carried.

Topics of Discussion

A. At-Will Employees

The committee members expressed their position on At-Will employees. We cannot turn our backs on certain areas of concentration that At-Will employees can fill, critical needs areas, etc. Ms. Anderson provided copies of handouts that were distributed at the last meeting for the proposed At-Will Candidate Recommendation process. The same process will be used for all levels of employment and not just teachers. Some positions can be easily filled with other employees. Each situation must be reviewed individually and closely scrutinized using the new process. The committee reviewed the process and approved the recommendation beginning with the 2016-17 school year. Ms. Anderson will bring the new forms again to the next meeting.

B. Athletic Trainers

Ms. Morreale continued the discussion concerning athletic trainers. She would like to add an additional trainer to next year's 4A and 5A schools and keep the assistant trainer and the stipend as well. We may be able to utilize the assistant trainer at middle schools at some point in the future. Ms. Timms supports this but would like to see a long-range athletic plan. Trainers are hard to find. Assistant trainers also teach a class so if they move to a full-time trainer, this creates a teacher vacancy. She would like to see more than one trainer. If an assistant trainer applies for the trainer position, we would need to replace the assistant position with someone that can teach a class. Our number one priority is the supervision of our students. As Ms. Morreale pointed out at the last meeting, sometimes there are hundreds of students on the field and need more supervision than we can supply. This would be a great solution for that issue. Mr. Winters is in agreement and we don't want to create one problem when trying to address another. Try to do the best with what we have. Mr. Cox suggested that we run continuous advertisements for trainers and let the schools decide if they want to fill them. Ms. Anderson advised that the positions must be approved before they can be posted. Hopefully employees in the building will apply for the positions. At this time, Daryl Brown is still the supervisor over Athletic Trainers until his Executive Director vacancy is filled. Mr. Cox asked if we need a recruiter for this critical needs area. Dr. Maxey stated that our AD trainers are very active in their professional associations and would let others know about any open positions. No need for a recruiter at this time. John Gardner reminded the committee that we must go through the budget process first and provided an athletic trainer analysis handout reflecting steps, average salary costs and 3 options. Positions cannot be posted until after 7/1/16. Principals will need to look at the schedule to decide if they can do without the .5 allocation that will be added to the other .5 to make a full-time trainer position. Ms. Morreale made a motion to add one additional athletic trainer to each 4A and 5A high school for a total of 6 additional trainers beginning with the next school year. Schools could have the option of .5 teacher .5 trainer or 220 full-time trainer depending on school needs and continue to keep the stipend available. The motion carried.

C. 2% Salary Increase for Step 28 and above

Teachers will get a 2% salary increase and a step increase if eligible. Also looking at 2% pay increase for employees that are at the maximum step. John Gardner advised that we are approximately \$5 million over the budget for next year which incorporates using the fund balance of \$8.9 million and includes the additional 2% salary increase for teachers. Mr. Cox made a motion to put off the decision until next year. Mr. Defeo doesn't recommend postponing each year. It makes more sense to treat this as an individual budget. Vote no or yes this year and discuss again next year. Pam Timms agrees that we should not postpone the decision, just say no and reevaluate next year based on budget projections. John Gardner reminded everyone that not all employees at the top of the pay scale are ready for retirement. Some administrators are put on a higher step when originally hired so that we are competitive. Mr. Defeo believes this is an issue with the way we hire some employees for certain positions and put on a step higher than their actual experience level. We may need to look at our internal hiring practices. Dr. Maxey agrees that we have some issues with salaries and at some point would recommend to the Board that we review our salaries. HCS has gotten to where it is because of the people that work in this system, and it is important that we value them. Just this last year, he went to Washington to celebrate three schools that are National Blue Ribbon School winners. That did not happen by chance it happened because of leadership. We need to be sure that we compensate our employees that have contributed to our success. We want to keep the best people.

Motion was made to deny a pay raise next year for employees on Step 28 and above.

The motion carried.

D. Salary Study

Mr. Gardner suggested that the committee consider conducting a salary study next year. Mr. Defeo is in agreement using comparable districts, not just selective Districts. Maybe even conduct an internal study or use the entire state or regional portion of the state and include Brunswick County, NC. We need to review our hiring practices when hiring from outside our district. Again, some employees put on higher steps when they have never even worked in a school district. Ms. Anderson stated that it is sometimes necessary to look at other employer salaries in our area, such as Coastal Carolina University, as we do compete with them for bus drivers. Bus driver positions are hard to fill, and we have lost drivers to CCU because they have higher pay and less stress. The committee is in agreement that they will discuss conducting a salary study next year.

E. Adjournment

Chairman Cox adjourned the meeting at 12:49 p.m.

Respectfully submitted: *Merri DuRant*

Merri DuRant, Administrative Assistant to the Chief Human Resources Officer

Approved: May 9, 2016