



**Human Resources Committee Meeting**  
**Monday, February 8, 2016**  
**4:00 Room A301**

**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  
Joe DeFeo, Board Chair  
Ray Winters, Board Member for District 3

**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  
John Gardner, Chief Financial Officer  
Kenneth Generette, Staff Attorney  
Merri DuRant, Administrative Assistant for Human Resources Chief Officer  
Media Representative

**Welcome - Call to Order**

Chairman David Cox called the meeting to order.

**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 October 26, 2015 Human Resources Committee Meeting. The motion carried.

*Human Resources Committee Meeting Minutes  
February 8, 2016*

**Topics of Discussion**

**A. Athletic Trainers**

Continuation of discussion from previous meeting concerning the pay and duties for athletic trainers. Allocations for trainers currently not based on enrollment and does not

increase when student population increases. Smaller schools have same allocation as larger schools. Our 3A and 4A high schools will become 4A and 5A schools next year (SJH, SH, MBH, CFH, CH and NMBH). Ms. Morreale would like to add another allocation for these schools. A trainer must be present at all football and lacrosse games. Practices can be held during any season with the exception of 2 weeks prior to try outs. Maybe review the student to trainer ratio. All schools have allocation for 1 full-time head trainer and 1 assistant trainer supplement. Some schools may not have filled their allocations. Some trainers are also teachers and teaching must be their first priority. They must fulfill their teaching obligations before they can be available as a trainer. Because of the difficulty filling trainer positions, certification is not required. Mr. Cox suggested that interns from Coastal Carolina University be used. While not a permanent solution to this issue, it may help boost morale. Extra help would be appreciated, however, the interns could not work alone as a trainer would have to be with them at all times and could not fill the same role as an employee. Everyone on the committee agrees with the need, but there is no room in the budget for it. John Gardner could add item to budget discussions for next year to make .5 position into 1.0 190 day position. Committee will discuss at next month's meeting after Mr. Gardner has reviewed the funds.

#### **D. At-Will Employees**

There is a higher increase in employees exiting TERI this year. A gap will be created in critical needs areas (teachers, specific skill set, bookkeepers, etc.) when employees exit TERI and are not rehired at-will. Education programs are graduating far less candidates than in the past. It was recommended that we continue to employ at-will teachers to keep quality since beginning teachers do not have the skill set. Principals are in agreement that the quality of teachers declines over a period of time. Some SC districts post at-will positions and interview candidates. There are plenty of people that apply for positions, but very few are actually qualified and have the background and skill set needed. It is a long-term goal of the district to increase capacity for leadership from within as well as from the outside. At will recommendation method is changing. The at-will employee being recommended must be in a critical needs area or have a specific skill set that can be solidly justified whether the position is professional or classified. Bookkeepers need PeopleSoft skills, etc. If position is posted, other applicants can be interviewed. The at-will recommendation process is being revised for next year. The justification process will be closely scrutinized at several levels including the employee's immediate supervisor, the Chief Officer as well as the Superintendent.

#### **6. Adjournment**

Chairman Cox adjourned the meeting at 4:45 p.m.

Respectfully submitted:

*Merri DuRant, Administrative Assistant to the Chief Human Resources Officer*

Approved: \_\_\_\_\_