

**HUMAN RESOURCES COMMITTEE**

1. The jurisdiction of the Committee shall be all personnel matters.
2. The Committee, or its designee(s), shall be responsible for negotiating all collective bargaining agreements with all Public Employee Labor Relations Board (PELRB) certified school district collective bargaining groups. The Committee, in coordination with the Administration, shall develop a negotiating proposal and strategy for approval by the Board. During negotiations, the Committee shall coordinate and oversee the negotiations as the agent of the Board of Education and shall be governed by the guidelines and directions outlined by the Board of Education.
3. All conditions and terms of collective bargaining agreements negotiated by the Committee shall be subject to the approval of the Board of Education.
4. The Committee shall recommend to the Board salary ranges, benefits and employee evaluation systems for employees. The Committee shall, on an ongoing basis, recommend any changes to salary ranges, benefits and performance evaluation systems. The Committee shall ensure that each unaffiliated employee receives an annual performance evaluation.
5. The Committee shall recommend to the Board new positions, revisions in responsibilities and changes to the organization chart.
6. The Committee shall review and recommend candidates to the Board who have been nominated for employment by the Superintendent.
7. Prior to a vote to recommend a candidate, the members of the Committee shall be given the opportunity to interview all candidates for senior district leadership positions above the level of Director 1. In addition, members will be given the opportunity to interview and meet with the final candidate for the positions of Principal, Assistant Principal and Director 1. The Committee does not have interview authority for positions not listed in this paragraph. The Committee may only interview additional positions with the approval of the full Board.
8. For the purpose of selecting a new Superintendent, the Committee will be expanded to a committee of the whole for the purposes of conducting the search process and interviewing candidates. At its first meeting, the committee of the whole shall determine whether the Chair of the Human Resources Committee or another Board member will lead the search.

**HUMAN RESOURCES COMMITTEE (cont.)**

9. The Committee shall review and monitor the competitiveness of employee salaries and benefits.
10. The Committee shall, in coordination with the Superintendent, support programs of professional development to enhance opportunities for future promotions within the school district.
11. The Committee shall review the professional development process for non-certified staff.
12. The Committee shall, in coordination with the superintendent, ensure the district maintains a fair and comprehensive hiring process.

Board approved 10/30/95

R/Bd. Approved 11/10/97

R/Bd. Approved 02/09/04

R/Bd. Approved 3/31/05

**Suspended for at least one year effective 10/17/05**

R/Bd. Approved 9/29/ 2009