

**HUMAN RESOURCES COMMITTEE**

1. The jurisdiction of the Committee shall be all personnel matters.
2. 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.
3. The Committee shall recommend to the Board new positions, revisions in responsibilities and changes to the organization chart.
4. The Committee shall review and recommend candidates to the Board who have been nominated for employment by the Superintendent.
5. Prior to a vote to recommend a candidate, a member of the Committee shall be given the opportunity to interview all candidates for the position of Director and above as well as for the positions of Principal and Assistant Principal. The Human Resources Committee Chairman or designee shall be invited to participate in all rounds of interviews of candidates for these positions. 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.
6. 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.
7. The Committee shall review and monitor the competitiveness of employee salaries and benefits.
8. The Committee shall in coordination with the Superintendent, support programs of professional development to enhance opportunities for future promotions within the school district.
9. The Committee shall review the professional development process for non-certified staff.
10. The Committee shall, in coordination with the superintendent, ensure the District maintains a fair and comprehensive hiring process.

Board Approved 10/30/95  
R/Board Approved 11/10/97  
R/Board Approved 02/09/04  
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Suspended for at least one year effective 10/17/05  
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