

HESPERIA COMMUNITY SCHOOLS

"BETTER SCHOOLS MAKE BETTER COMMUNITIES"

96 South Division Street
Hesperia, MI 49421-9004
Phone: (231) 854-6185
Fax: (231) 854-1586
Website: www.hesp.net



Board Personnel & Policy Committee Meeting

Board of Education

Hesperia Community Schools

96 S. Division

Phone: 231-854-6185

7:00 PM

Thursday, July 18, 2013

HIGH SCHOOL MEDIA CENTER

Minutes

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Committee Members

Mike Anderson (Chairperson)

Matt Joppich

Jeff Thome

Kim McClerman

Present: Mike Anderson (Chairperson), Matt Joppich, Jeff Thome, Kim McClerman, Ryan Good, Jennifer Kleiner, Bryan Mey, Mike Fosburg, Jeff Haase

• Policies (Jeff and Principals)

- Approval of Student Handbooks
 - Adult Education
 - Alternative Education
 - High School
 - Middle School
 - Enforcement of Credits
 - Elementary

Principals and Dean of Student shared with the committee changes to the student handbooks. These handbooks will be on the board agenda for approval.

- Staff Handbook
 - Draft

Jeff shared a staff handbook that he has created for staff members.

- Administrative Guidelines
 - Sign-out Procedures (All Buildings)

Jeff shared a document that will be used in all offices when staff members are leaving the building during instructional hours.

- Food Service Charging Policy

Jeff shared a draft policy for charging food. Discussion took place among committee members and further revision is needed. Additional discussion will take place at the next committee meeting in August.

- FERPA/Student Information

No Discussion

• Personnel (Jeff)

- Recommendation for Approval of Elementary Teacher Assistants

Discussion took place on the need for two elementary teacher assistants next year. These assistants will service two students that need one-on-one assistants. These will be 4 hour positions and the recommendation from Bryan Mey is Holly Muckey and Jennifer Syrek.

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- Staffing Needs
 - Elementary
 - Two 2nd Grade Positions
 - Title and Computers
 - Middle School
 - Special Education
 - Reading Interventionist (Additional Position)
 - High School
 - Special Education
 - Alternative Education
 - Student Specialist
 - Adult Education
 - Adult Education Instructor

Jeff provided an update on the positions that are posted. It looks like we might be able to hire only one special education teacher that can be shared between the high school and middle school.

- Title Staffing Reductions
 - Middle School
 - Elementary

Jeff provided an update on the positions that will be reduced or eliminated in Title.

- Other (Jeff)
 - Discussion
 - School Parcels

Jeff met with Trent Witteveen to discuss selective cutting on certain parcels. Trent will be providing the committee with a summary of what can be cut and the type of revenue it may generate. The committee asked to have 3 parcels appraised in case they might be interested in making a recommendation to the board for those parcels to be listed.

- Other

Meeting Adjourned @ 7:50 p.m.