Martin Luther King Jr. Charter School of Excellence

Monthly HR Committee Meeting

Date and Time

Tuesday June 14, 2022 at 5:30 PM EDT

Agenda

			Purpose	Presenter	Time
I.	**Opening Items**				**5:30 PM**
	A.	Record Attendance		Patricia Rapinchuk	1 m
	B.	Call the Meeting to Order		Patricia Rapinchuk	1 m
	C.	Approve Minutes	Approve Minutes	Patricia Rapinchuk	5 m
		Approve minutes for Monthly HR Committee Meeting on March 8, 2022			
II.	**Human Resources**				**5:37 PM**
	A.	Staff Diversity Policy	Discuss	Kendra Salvador	10 m
		Kendra to report on progress on forming a team, including staff, to work on creating a statement similar to the "Commitment to Diversity and Inclusion" from the Brooke Charter School that she shared with us at our last Committee meeting.			
	B.	Training and Functions of Human Resources Staff	Discuss	Kendra Salvador	10 m

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	Kendra to report on specific training for HR director, as requested by the Board. She will also update the Committee on proposed draft language changes for possible inclusion in the employee handbook.			
C.	ED Succession Plan	Discuss	Kendra Salvador and Pat Rapinchuk	25 m
	Discuss the Committee's review of the succession planning resource that Kendra shared at the last Committee meeting, and draft a plan, including action steps, for creating a succession plan for the ED.			

III. Other Business

IV. Closing Items

A.	Adjourn Meeting	Vote	