



# 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
<b>I. Opening Items</b>			<b>5:30 PM</b>
<b>A. Record Attendance</b>		Patricia Rapinchuk	1 m
<b>B. Call the Meeting to Order</b>		Patricia Rapinchuk	1 m
<b>C. Approve Minutes</b>	Approve Minutes	Patricia Rapinchuk	5 m
Approve minutes for Monthly HR Committee Meeting on March 8, 2022			
<b>II. Human Resources</b>			<b>5:37 PM</b>
<b>A. Staff Diversity Policy</b>	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>B. Training and Functions of Human Resources Staff</b>	Discuss	Kendra Salvador	10 m
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.			
<b>C. ED Succession Plan</b>	Discuss	Kendra Salvador	25 m

Purpose	Presenter	Time
---------	-----------	------

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.	and Pat Rapinchuk	
---	-------------------	--

### III. Other Business

### IV. Closing Items

A. Adjourn Meeting

Vote