

APPROVED



MAGNOLIA
EDUCATIONAL & RESEARCH
FOUNDATION

Magnolia Public Schools

Minutes

Regular Personnel Committee Meeting

Date and Time

Tuesday January 16, 2018 at 6:00 PM

Location

MPS Home Office: 250 E. 1st St. Suite 1500

Board Members who joined remotely joined from the following locations:

- 449 36th Street #2 Brooklyn, NY 11232 (Mr. Nguyen Huynh)

Personnel Committee Members:

Ms. Diane Gonzalez

Mr. Nguyen Huynh

Dr. Saken Sherkhanov (Alternate)

CEO and Superintendent

Dr. Caprice Young

Committee Members Present

D. Gonzalez, N. Huynh (remote), S. Sherkhanov

Committee Members Absent

None

I. Opening Items

A.

Call the Meeting to Order

S. Sherkhanov called a meeting of the Personnel Committee of Magnolia Public Schools to order on Tuesday Jan 16, 2018 at 6:25 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

B. Torres, Executive Assistant, led the Pledge of Allegiance.

D. Public Comments

There were no public comments.

E. Approval of the Agenda

S. Sherkhanov made a motion to approve the agenda as presented.

D. Gonzalez seconded the motion.

The committee **VOTED** unanimously to approve the motion.

F. Approve Minutes of Personnel Committee Meeting- January 18, 2017

D. Gonzalez made a motion to approve minutes from the Personnel Committee Meeting on 01-18-17 Personnel Committee Meeting on 01-18-17.

S. Sherkhanov seconded the motion.

The committee **VOTED** unanimously to approve the motion.

G. Approve Minutes of Personnel Committee Meeting- October 4, 2017

D. Gonzalez made a motion to approve minutes from the Special Personnel Committee Meeting on 10-04-17 Special Personnel Committee Meeting on 10-04-17.

S. Sherkhanov seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Recommended Action Item

A. Recommend to Approve the Proposed School Leader Salary Scale

D. Yilmaz, Chief Accountability Officer, presented the proposed MPS Employee Pay Raise Scale for school leaders in depth to the Committee Members. He explained the changes in the base salaries, how and where points would be given based on experience, education, etc. Committee Members asked their questions regarding the comparison between the new and old scale, and whether or not the proposed scale had been discussed with the Principals. Chief Financial Officer, N. Montijo, explained that it would be an ongoing expense and therefore long term reserves cannot be used.

The Personnel Committee recommended that staff do the following before presenting this item back to the committee; Increase prior experience, present the scale to the principals

and get their feedback, create a comparative study that shows competitive numbers for other schools in their local areas, show budget implications and bring the scale back to the committee in February and for full board approval in March. There were no approvals for this item.

B. Discuss and Approve the MPS Employee Pay Raise Scale for Full-Time Teaching Positions

D. Yilmaz, Chief Accountability Officer, presented the proposed MPS employees pay raise scale for full-time teaching positions. He explained that principal feedback was incorporated in what was being proposed. D. Gonzalez, Committee Member, recommended that the increases based on higher education be in 6 month increments (semesterly) or quarterly, this would allow of better tracking and would make the process easier for staff. She also suggested a quality increase based on performance. The committee recommended that a comparative study be done for MPS teachers. Staff stated the that proposed salary scale would be presented to the Principals and school budgets will be checked along with enrollment projections to ensure a balanced budget. No actions were taken.

III. Updates and Discussion Items

A. HR Expectations/Needs/Policy Drafts/ DEI Survey Results

O. Revish, Human Resources Director, presented the Human Resources department expectations, needs, drafted policies and the Diversity, Equity, and Inclusion (DEI) survey results. She stated that MPS continues to grow with Paycom but there is room for improvement within the system. In regards to the DEI survey, she stated the main results and mentioned that HR would look into the results in depth and present them to staff. O. Revish, went in depth speaking about retention plans, referral programs, on- boarding plans and partnerships. S. Sherkhanov, Committee Member, suggested that home office staff should create programs and plans that reduce the work load of school staff so they can continue to focus on their academics. The committee will receive an update in 3 months on how these partnerships are going, intent to returns and any shortcomings. This was a discussion item, no actions were taken.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:09 PM.

Respectfully Submitted,
S. Sherkhanov