
Seven Hills Preparatory Academy Human Resources Committee meeting minutes - December 19 2022 via google meets

Approved by the board on January 5, 2023

Committee Members:

Teron Buford
✓ Carolyn Farrell
✓ Molly Lee
✓ Leah Lellman
✓ Brent Peterson
Kelly Ryan
✓ Hadely Sayotovich
Martine Walker
Celeste Wiederholt

others present: Marcus Barrios

Mission

Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare *each one* for strong citizenship and life-long learning.

Human Resources Charter

The Human Resources Committee is a committee of the School's Board of Directors. The purpose of this committee is to review specific Human Resource functions and other topics as assigned by the board of directors and make recommendations to the Board regarding the appropriate actions to take. Common topics that may be discussed by this committee include general personnel functions such as employee compensation and benefit structures, staffing practices such as recruiting and retaining staff, and the evaluation of overall staff culture and parent satisfaction. The committee should refrain from handling specific employee concerns, which are handled by the administration. The committee shall strive to secure membership on the committee of volunteers with experience in personnel management and organizational equity. The committee shall meet at a frequency determined by the chair as necessary to accomplish its goals.

1. Update on final insurance/benefits package
2. Parent and Staff Survey updates presented by Marcus Barrios
 - a. shorter surveys with fewer questions
 - b. 2 open ended questions on each survey

- c. staff survey will go out in January to obtain mid year feedback
- 3. Future agenda items: 1 year and 3 year goals, PTO pilot assessment, review policies, update exit interview process
- 4. Fist to five: 2 fives and 3 fours

Recommendations to SHPA board of directors

- 1. Recommend approval of the December 19 2022 HR committee meeting minutes