



NASHOBA Regional School Committee

Personnel Subcommittee Minutes

December 5, 2022

7:00 pm

Meeting Remotely via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/88240068965>

Meeting ID: 882 4006 8965

- I. **Call to Order** Meeting was called to order at 7:01 by Mr. Horesh.
Members in Attendance: Amy Cohen, Leah Vivirito and Mike Horesh.
Guests in attendance: Kirk Downing, Anne Marie Stoica

- II. **Approval of Meeting Minutes**

Ms. Cohen moved to approve the November 7, 2022 meeting minutes. Seconded by Ms. Vivirito
Voted 3-0 AND PASSED.

- III. **New Business - 7:03**

A. Review and consider approval for job description provided by superintendent:

- a. Director of Digital Learning. Mr. Downing explained that we currently do not have a leader to direct the equitable and innovative use of instructional technology across the district. COVID revealed that students had disparate experiences depending on the class, grade, or school, and considering that a new high school will provide many new opportunities to leverage the use of instructional technology, Mr. Downing has recommended that the school committee approve a new position called the Director of Digital Learning and Innovation. The creation of this position was outlined as Objective 4.1 in his Strategic Plan. Mr. Downing informed us that the position would be budget neutral by repurposing existing administrative staff. The DDL will work with the Director of Teaching and Learning to provide technical training, ensure vertical alignment on the use of instructional technologies across the district, and provide support to our educators in their pedagogy and instructional best practices from K to 12. The salary would be on par with the Technology Manager, whose salary range is currently \$112,200 to \$128,269. New positions need the approval of the school committee in accordance with policy GCA. This subcommittee will vote on a recommendation to accept the position with a defined salary range at the next meeting. The position will be presented to the school committee at the budget workshop on January 18th, and request approval from the SC at the following meeting.

Mr. Downing and Ms. Stoica left the meeting at 7:43 pm

- IV. **Unfinished Business**

- Mr. Horesh sent the formative assessment survey to School Committee members tonight and asked members to complete it by December 16th. The PSC will meet again on December 19th to review the results and develop training for the January 4th meeting of the school committee.
- Review of SC Manual--Progress and suggestions per member. The PSC discussed the purpose of the document and how it should serve as a one stop resource for new members.

Whenever possible, important documents should be hyperlinked, including protocols, budget documents, planning calendar, proclamations, subcommittee assignments, training requirements, etc. The subcommittee considered whether the Communications subcommittee could take charge of updating this manual and combine it with their work on building School Committee content for the new website. The manual could be replaced by the School Committee's webpage, and serve to inform members and the larger community.

C. Future Agenda Items:

- Next meeting December 19th @ 7pm.

V. Adjourn

Ms. Vivirito moved to adjourn at 8:37 pm. Seconded by Ms. Cohen. **VOTED 3-0 and Passed.**