

Chippewa Valley Schools
19120 Cass Avenue
Clinton Township, MI 48038

Personnel Sub-Committee Meeting Minutes

Date: **October 3 2016** Meeting started at: **5:47 p.m.**
Present: **Laura Cardamone, Beth Pyden, Denise Aquino**
Excused: **None**
Also Present: **Ron Roberts, Adam Blanchard, Dawn Leone, Maryanne Levine, Larry Schulte**

Brief description of agenda items and discussion

1. Job Application System: Dr. Blanchard and Ms. Leone reviewed current application software and issues surrounding the software. Dr. Blanchard and Ms. Leone introduced a new application software system AppliTrack and gave a brief overview. Human Resources will be transitioning to AppliTrack this month.
2. Staffing: Dr. Blanchard and Ms. Leone discussed staffing vacancies and recruiting efforts. Human Resources discussed some creative initiatives to help entice part-time employees to take additional assignments. The hope is that those employees would be enticed by full-time employment.

Comments:

- Member Pyden enjoyed seeing the new teacher hire at the Board of Education meeting in September. Would like Human Resources to explore the idea of inviting new staff to the Board of Education Meetings.

Meeting adjourned at **6:17 p.m.**

Respectfully Submitted,



Dr. Adam Blanchard
Assistant Superintendent
For Human Resources