

**Chippewa Valley Schools
19120 Cass Avenue
Clinton Township, MI 48038**

Personnel Sub-Committee Meeting Minutes

Date: **August 12, 2024** Meeting started at: **5:32 p.m.**

Present: **Kenneth Pearl, Shannon King, Christopher Gura**

Excused: **None**

Also Present: **Ron Roberts, Adam Blanchard, Scott Sederlund**

Additional Present:

Brief description of agenda items and discussion

1. Administration presented the Executive Director of Auxiliary Services and what the position will consist of and what role this position will have in the district. Discussed some expected job guidelines and duties. Went over the qualifications necessary for hiring this position.

The Personnel Su-Committee reviewed and discussed this information in greater detail. Administration will put together a job posting.

2. Human Resources will post the Executive Director of Auxiliary Services the week of August 12, 2024. The goal is to have a recommended candidate to the Board of Education in September.

Meeting Adjourned at **5:45 p.m.**

Respectfully Submitted,
Adam Blanchard