

MINUTES OF AUGUST 7, 2018

The Personnel and Evaluation Subcommittee met in the Second Floor Conference Room at 9:00 a.m. at the Almshouse on the date listed above. Board members present were Matthew Ferron, Dr. Patricia Oakley, and Jeffrey Szymaniak. Also present was Dr. Stephen Donovan, Executive Director.

The meeting began at 9:00 a.m. and ended at 9:45 a.m.

Dr. Donovan presented a list of personnel that received a pay raise greater than 2.2% by the Board. He will bring this to the Board for Approval at the next meeting. He also spoke about his plans to reorganize the transportation office. However, he cautioned that this reorganization is fluid at this point as NRC is hiring a new Assistant Transportation Coordinator and the Transportation Coordinator is retiring at the end of the fiscal year.

Dr. Donovan passed out his proposed contract change and a comparison chart of other collaborative directors in the state of Massachusetts. The subcommittee agreed to the changes presented by Dr. Donovan except for a salary of \$160,000 for FY19 and a yearly evaluation. The subcommittee asked Dr. Donovan to send them the changes agreed to in the contract with a one-page rationale for these changes. The Board will then vote on this proposal at the next Board meeting.

The Subcommittee approved the May 29th minutes unanimously.

Respectfully submitted:
Stephen Donovan, Ed.D.