The Personnel Committee met on January 18, 2022.

Topics discussed were:
- Interim appointments
- Contracts
- Policies to be included in New/Returning Staff Handbook

The Director of Personnel updated Board members of the status of current interim positions, and when we could expect to have permanent hires in these positions.

The HIB Coordinator/Mental Health Coordinator job description was finalized for posting. This is a supervisory position, and will call for the proper certification.

The Personnel Dept. will be responsible, in collaboration with Montclair Principals Association and Montclair Education Association leadership, as well as C.O Administration, to develop a staff handbook.

The Director discussed the need for a Personnel Manager position in the department. A job description is underway, for county and Board approval.

Reading Interventionists positions:
- One person accepted
- Three others waiting for replacements for their current positions, before starting. All of these are internal hires.

We are expecting an increase in retirements. Recruitment fair is being scheduled for March and April. Staff has been encouraged, if considering retirement, to alert the District in order to address staffing and budget needs.

The next meeting of the Committee will be February 16, 2022.