
Seven Hills Preparatory Academy Human Resources Committee meeting minutes -March 20, 2023

Approved by the board on April 13, 2023

Committee Members:

- ✓ Carolyn Farrell
- ✓ Molly Lee
- ✓ Leah Lellman
- ✓ Brent Peterson
- ✓ Kelly Ryan
- ✓ Hadely Sayotovich
- Martine Walker
- ✓ Celeste Wiederholt

Mission

Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare *each one* for strong citizenship and life-long learning.

Human Resources Charter

The Human Resources Committee is a committee of the School's Board of Directors. The purpose of this committee is to review specific Human Resource functions and other topics as assigned by the board of directors and make recommendations to the Board regarding the appropriate actions to take. Common topics that may be discussed by this committee include general personnel functions such as employee compensation and benefit structures, staffing practices such as recruiting and retaining staff, and the evaluation of overall staff culture and parent satisfaction. The committee should refrain from handling specific employee concerns, which are handled by the administration. The committee shall strive to secure membership on the committee of volunteers with experience in personnel management and organizational equity. The committee shall meet at a frequency determined by the chair as necessary to accomplish its goals.

1. Staff Survey presentation and discussion of results
2. Discussion of 2023/2024 School Year Calendar
3. Future agenda items: policy review, exit interview update, parent survey, employee and family handbooks
4. Fist to five: Two 4s, Five 5s

Recommendations to SHPA board of directors

1. Recommend approval of the March 20, 2023 HR committee meeting minutes

