# HRAC Meeting Monday, October 2, 2023

**Gatehouse Administration Center Room 5055 5:30 p.m. to 7:30 p.m.**

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| **Time** | **Topic** | **Who** |
| 5:30 p.m. to 5:45 p.m. | Introductions | Megan Mclaughlin School Board Liaison |
| 5:45 p.m. to 5:50 p.m. | Review of Agenda | Dr. Sherry Wilson – Asst Superintendent for Human Resources |
| 5:50 p.m. to 6:15 p.m. | Nomination and Selection of Committee Chairperson and Secretary | Dr. Sherry Wilson |
| 6:15 p.m. to 6:45 p.m.  . | Operating Considerations, including FOIA and applicable FCPS regulations/directives | Dr. Sherry Wilson |
| HRAC 2022-2023 EOY Survey |
| 2023-2024 Committee Charge | Megan McLaughlin |
| 6:45 p.m. to 7:15 p.m. | Committee Norms and Meeting Time | Chair |
|  | Wrap-up | Chair |

**HRAC Attendance**

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| Megah McLauglin, School Board Liaison | Laverne Henson, At-Large Karen Keys-Gamarra |
| Sherry Wilson, Asst Supt, HR Dept Liaison | Idanishia Cairo, Dranesville District |
| Sandra Hardeman – Asst Supt for HR Executive Director | Lydia M. Martinez, Office of Labor Relations, Dir |
| Stacey Davis, HR Executive Assistant | Maike Dunlap, Office of Employee Services Operations (ESO). Dir |
| Leonard Bumbaca, Mason District | Krista Simpkins – Office of Talent Acquisition (OTA),  Dir |
| Janet O’Lare, At Large /Rachna Sizemore Heizer | Franklin C. Jones, Office of Employee Relations (OER), Dir |
| Haile Russom, Franconia District | Stephanie Paduano, Hunter Mill District |
| Angela Thompson, Mount Vernon District |  |
| Mimi Dash, Providence District |  |

Meeting called to order at 5:45pm

# Introductions:

* The committee members in attendance introduce themselves and the districts they were representing. See above attendees.
* Megan McLaughlin introduced herself as the current school board liaison until December 31, 2023 when she will retire. A new school board liaison will be assigned. She indicated that 8 of the 12 school board members will be stepping down and 4 are up for re-election.

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# Review of Agenda:

Change to the agenda, Laverne Henson would review the survey.

# Nomination and Selection Committee Chairperson and Secretary:

* Mimi Dash nominated Laverne Henson as the chair, she declined.
* Laverne Henson nominated Leonard Bumbaca as the chair and he declined.
* There were no other nominees identified on the table for chair, thus Dr Wilson recommended if Laverne Henson and Leonard Bumbaca would act as co-chairs. They both accepted the nomination as HRAC 2023/2024 co-chairs.
* Laverne Henon nominated Idanishia Cairo as the 2023/2024 HRAC secretary and she accepted.

# Operating Considerations, including FOI and applicable FCPS regulations/directives:

Dr. Wilson advised the committee to familiarize themselves with Policy 1710.18 Organization, Philosophy, and Goals, Advisory Committees and School Community Groups, Citizen Advisory Committees to the School Board. Her emphases were focused on roles and responsibilities of the committee in reporting, minutes, FOIA, code of conduct and conflicts of interest.

# HRAC 2022-2023 End of Year (EOY) Survey:

Laverne Henson gave an overview of the 2022/2023 EOY survey. She stated the committee was overall satisfied with the HRAC committee assignments, staff support, charge requirement and hopes of returning to the 2023/2024 school year. The survey sample was completed by 8 of 13 voting members on the committee with 6 partners in attendance.

# 2023-2024 Committee Charge

* Megan Mclaughlin expressed her concern with last year charge being too broad and request this year focus continue to aligned with last year phase approach, however the efforts should be devoted to compensation, work environment, elongated pay scale and ERFC. The charge was not voted on or recommended, below is Laverne Henson’s recommendation for SB approval.
* **Laverne Henson Recommended Charge**: The HRAC will make recommendations to improve practices used by FCPS leadership at school and district levels from the lens of professional/business acumen, data integrity, diversity and inclusion to improve FCPS’s national and international competitive standing as it relates to compensation.
* Dr Wilson will provide EOC data once the results are presented to Dr. Reid.
* The Team should focus on data driving competitive compensation as it relates to:
  + Why is FCPS losing employee to other school systems?
  + What is FCPS doing to keep employees?
  + Why are employees staying?
  + What is the benefit of employees staying?
  + What are the impacts to principal reporting?
  + Understanding the needs of the community from a social, health and economic perspective
  + Conducting stay interviews to influence change management.
  + Investment in teachers
  + Understanding the needs of the students – where and what are the compelling issues impacting student such as SPED, etc.?

# Committee Norms and Meeting Time

* HRAC Norms at each meeting should include, but not limited to being:
  + Punctual
  + Prepared
  + Participatory
  + Positive
  + Productive
  + Present
  + and Speaking Up.
* Meeting Schedule for 2023/2024:
* HRAC Meetings (5:30 p.m. to 7:30 p.m.) in Gatehouse Administration Center Room 5055
  + Monday, October 2, Kick-off and SB/HR Committee Charge

# Monday, November 13 (second Monday due to Election Day on November 7), HR Directors Compensation Alignment Presentations

* + Monday, December 4
  + Monday, January 8
  + Monday, February 5
  + Monday, March 4
  + Monday, April 8, (second Monday due to Student Holiday/Teacher Work Day for Staff on April 1) Draft Report Development and Review
  + Monday, May 6, Submit HRAC Report

# Action Item Review – N/A

**Wrap Up**/**Call to Motion to Adjourn:** 7:30 p.m.