

2019-2020
University Laboratory School Governing Board
Minutes - Human Resources Committee
January 7, 2020 - 4:30 p.m.
University Laboratory High School – Building 3, Room 121 Conference Room

In attendance: Travis Palmeira, Edward Aquino, Mislyn Alensonorin and Keoni Jeremiah

AGENDA

1. Called to Order at 4:43
2. Moved by Travis Palmeira, seconded by Edward Aquino to approve minutes. Minutes approved with corrections in spelling in Travis Palmeira's last name.
3. Old Business:
 - a. Evaluation forms for Bargaining Units 3, 4, and 13. Travis drafted an evaluation and will email the committee the draft to review.
 - b. Evaluation form for Bargaining Unit 5. Keoni Jeremiah reported that this is still in process. Meetings are arranged with the Vice Principal, Director Jeremiah and four teachers.
 - c. Executive Session: Status of discrimination claim
4. New Business
 - a. Complaint procedure for employees. Motion made by Edward Aquino and second by Travis Palmeira to have Mislyn present the recommendations from the AG office to the GB at the next GB meeting.
5. Next meeting on February 4, 2020, 4:30 p.m.
6. Motion to adjourn meeting by Edward Aquino, second by Travis Palmeira. Meeting adjourned at 5:35 p.m.