



**Personnel Committee Meeting
Meeting Minutes
October 7, 2020
2:00 p.m. Virtual Zoom Meeting**

Attendance:

Ms. Caimano, Ms. Eddy, Ms. Nemer, Ms. Vanderminden, Ms. Naftaly, Ms. Forshey, Ms. Winters, and Ms. Durett-Clapper.

The topic of discussion; 2020 Vacation Carryover

The COVID-19 pandemic has caused unusual scheduling and staffing circumstances affecting the amount of 2020 vacation accruals remaining for some employees.

- A/B schedule – 50% Staffing
- No vacations allowed during June and July

Discussion ensued on the extenuating circumstances, handbook limitations, and possible solutions.

The Personnel Committee proposed that vacation hours remaining on December 31, 2020, over and above the 70-hour handbook limit, be carried over at 50%.

Example: 80 hours remain on 12/31/20 – able to carry over 75 hours.

The committee will present the recommendation to the full board at the October meeting.