

Personnel Committee Meeting
Monday, May 11, 2026 12:00 PM Eastern

Shirley M. Rodgers Administration Bldg.
Georgia Brown Board Room
519 W. Kalamazoo
Lansing, MI 48933

I. Call To Order

Meeting was called to order at 12:12 PM by Dr. Cavanagh

II. Roll Call

Present:

Dr. Caitlin Cavanagh - Board of Education, Chair
Dan Nowiski - Board of Education, Trustee
Clayton Ross - Director, Human Resources
Lori Brandon - EA to COO

Absent:

Robin Moore - Board of Education, Trustee
Kristina Sleight - COO

III. Public Comment on Agenda Items

None

IV. Approval of 4/13/26 Meeting Minutes

Minutes from 4/13/26 Personnel Committee meeting were approved as presented

V. Report from Committee Chair

There were no reports from Committee Chair

VI. Report(s) from Staff

Board Personnel Reports were discussed as an item of New Business

VII. Unfinished Business

Discussion of po3120, po3140, po4120, and po 4140 continues, pending a response from Austin Munroe with Thrun. Mr. Munroe responded via email to COO Kristina Sleight 5/8/26; an opinion letter is to be expected early the week of 5/11/26.

VII.A. Review of Employment & Termination Policies

- po3120 - Employment of Professional Staff
- po4120 - Employment of Support Staff
- po3140 - Termination and Resignation of Professional Staff
- po4140 - Termination and Resignation of Support Staff

VII.B. Review of Board Policy po1210; Board - Superintendent Relationship

Discussion of po1210; Board - Superintendent Relationship, continues, pending a response from Austin Munroe with Thrun. Mr. Munroe responded via email to COO Kristina Sleight 5/8/26; an opinion letter is to be expected early the week of 5/11/26.

This policy pertains to collective bargaining strategies and members of negotiation teams.

It was discussed by the Personnel Committee to make a recommendation to the Policy Committee for the following wording changes, once approved by Thrun:

- Remove language requiring Board of Education approval of collective bargaining negotiation team members
- Language requiring Board of Education approval of all collective bargaining agreements will remain

VII.C. Review of Board Policies and Staff / Employee Handbook

Clayton discussed that the Human Resources Department is in the process of rewriting the Employee Handbook to ensure alignment with the requirements of each Bargaining Agreement and Board Policies. Once the draft is completed, it will be presented to the Personnel Committee for review, any necessary revisions, and approval.

VIII. New Business

Clayton presented the Board Personnel Report dated May 11, 2026, along with additional formatted reports detailing new hires and resignations or retirements by location, position, and demographic data, without including individual staff names. The committee discussed this version of the report data and expressed appreciation for the format. This formatted version will be presented to the Board of Education for review, with the understanding that all new professional staff hires will continue to require Board of Education approval.

Additional discussion centered on the process for providing termination information to the Board of Education for approval, including the possibility of incorporating those updates into Superintendent Benavides' weekly communications.

The committee also discussed the non-renewal of positions and how those items should be presented to the Board of Education in accordance with required procedures.

IX. Public Comment on Non-Agenda Items

None

X. Committee Member Comments

There were no committee member comments

XI. Adjournment

Meeting was adjourned at 12:49 PM