

# GRIFFIN TECHNOLOGY ACADEMIES BOARD COMMITTEE MEETING

Tuesday, October 23, 2018

3:30 – 4:15p.m.

2 Positive Place, Room H2

Vallejo, CA 94589

## Personnel Committee

1. Call to order Vaughan

2. Approval of Agenda Vaughan

3. Approval of Minutes

4. Discussion Items

### *I. Standing Reports*

Smith

- Personnel Actions

### *II. Old Business*

Vaughan

- Hiring update
- Academic Advisor and College & Career Counselor job descriptions

### *III. New Business:*

Vaughan

- Clear Administrative Services Credential programs
- CSET prep class
- Add 1 hr./day to RJ custodial
- Consensual & Voluntary Relationship Agreement
- Tutor I and Tutor II job descriptions
- Maintenance & Grounds position job title

### *IV. Announcements & Communications*

*V. Future Agenda – (4<sup>th</sup> Tuesday/month 11/27/18, 3:30-4:15 Room H2)*

*VI. Adjournment*