



## GREENFIELD PUBLIC SCHOOLS

### Personnel & Collective Bargaining Subcommittee Meeting

Friday, July 23, 2021 11:00 a.m.

**This meeting is being held fully remotely in accordance with the Governor of Massachusetts' June 16, 2021 Order Extending Certain Provisions of the Open Meeting Law G.L. c.30A, Section 20**

**Live conference line:** 1-408-418-9388 **and enter code:** 132 659 1988

**Join online with password:** UaRUaJ89Nk5

<https://greenfieldma.my.webex.com/webappng/sites/greenfieldma.my/meeting/download/bc0a0adc36a64bd49d215760bcbdf5ba?siteurl=greenfieldma.my&MTID=me51c2acd6bfcf16419ee2e6f01acd3e6>

### AGENDA

- I. Roll Call / Call to Order
- II. Approval of June 11, 2021 minutes
- III. Reorganization of Student Services Department
- IV. Review of Job Descriptions
  - a. Student Services
    - i. Director of Student Services
    - ii. Assistant Director of Student Services
  - b. Director of Food & Nutrition Services
  - c. Human Resources
    - i. Payroll and Benefits Manager
    - ii. Payroll and Benefits Assistant
- V. Correspondence
  - a. Minutes of June 11, 2021 meeting
  - b. Draft job descriptions for Director of Student Services, Assistant Director of Student Services, Director of Food & Nutrition Services, Payroll and Benefits Manager, Payroll and Benefits Assistant.
- VI. Adjournment

Please note that the list of topics was comprehensive at the time of posting, however, the public body may consider and take action on unforeseen matters not specifically named in this notice. Executive Session may be called.

Posted 7.21.21 9:00 a.m.