

**Report to the 2015 NSEA Delegate Assembly
by the Personnel Committee of the NSEA Board of Directors**

By Becky Torrens, Elkhorn, Chair

The Personnel Committee is a 13-member committee of the NSEA Board of Directors that meets regularly throughout the year to bring recommendations to the NSEA Board regarding personnel issues.

The Personnel Committee recommends to the Board of Directors salaries for the management employees. This includes salaries for the executive director, the associate executive director, the comptroller, the president's administrative assistant, the executive director's administrative assistant, and the associate executive director's administrative assistant. Action for continued employment of the executive director, and other management staff did not need to be taken this year. In June of 2013 the Board acted to make all contracts effective until Aug. 31, 2016.

The Personnel Committee meets with the Executive Director to set performance expectations for the association year, and conducts a written evaluation based upon NSEA Board member input. Evaluations were completed in May 2014 and the Personnel Committee, working with the Executive Director constructed three (3) growth goals. The evaluation this year will be conducted during the month of May. In addition the committee decided that a climate survey should again be performed this association year. It is intended that the results of this survey and the Board's evaluation of the Executive Director can be reported at the Board's July meeting.

During this 2015-16 Association year the NSEA staff contract needed to be re-negotiated. The chair of the Personnel Committee was one member of the negotiations team. After Board action this past year, the team was reconstituted to include two Board members. The team consisted of: Executive Director Christiansen, Associate Executive Director Clayburn, NSEA President Fulton, Personnel Chair Torrens, and NSEA Board member Benson (Benson is now NSEA-Vice President; she was elected at-large to serve on the committee). An

agreement was reached with staff. The agreement is in effect until Aug. 31, 2016.

The committee also proposed changes to the NSEA Policy manual by writing a general and a detailed job description and amending Policy 3.5.

This was a busy year for the committee.