

**Brookwood School District 167**  
**PERSONNEL COMMITTEE - MARCH 3, 2015**  
**BOARD ROOM - ADMINISTRATIVE & DIAGNOSTIC CENTER**

**Brookwood School District 167, in partnership with  
parents and community, will create a learning  
environment in which all students excel at becoming  
lifelong learners and decision makers**

Chair: Deborah Birmingham, M.Ed.

Members: Beth Lindsay, Melinda Plott, Dr. Rose Butler-Hayes,  
Sara Duffy, John Dixon, Dr. Valorie Moore, Jan Barry, Roslon Seals

**AGENDA**

**4:00 PM**

- I. Call to Order/Pledge of Allegiance/Roll Call
- II. Citizen's Comments
- III. Approval of Minutes
- IV. Substitute Teachers for Brookwood School District 167
  - A. Update
  - B. Expectations
  - C. Recruitment
  - D. Competitive Pay
- V. Personnel Safety, Security & Accountability
  - A. Raptor System/Kronos
- VI. Posted Vacancies and Open Positions in the District
- VII. Teacher of the Year
  - A. Process and Procedures
  - B. Update on Submission Criteria
- VIII. Citizen's Comments
- IX. Next Meeting
- X. Adjournment

Meetings and events held in Brookwood School District 167 will be offered at accessible sites. Any accommodations for those wishing to attend, such as sign language interpreters or other auxiliary aids, will be made with 48 hours advance notice. For such arrangements, call Debbie Young at (708) 758-5190; TTY (708) 757-7220 or Illinois Relay System 1-800-526-0844 (TRY User)/1-800-526-0857 (voice).