



MCCPS Board of Trustees

Personnel Committee Meeting

Amended on March 5, 2018 at 5:45 PM EST

Date and Time

Monday March 5, 2018 at 7:00 PM EST

Location

MCCPS, Room 8L

Agenda

	Purpose	Presenter	Duration
I. Opening Items			
A. Call the Meeting to Order		Artie Sullivan	2 m
B. Record Attendance and Guests		Katie Sullivan	1 m
C. Approve Minutes	Approve Minutes	Katie Sullivan	5 m
II. Old Business			
A. Progress of HOS Goals 2017-2018	Discuss	Nina Cullen-Hamzeh	10 m
HOS to present overlay of HOS goals and the rubric. Discussion of mid-cycle progress relative to goals and rubric. Complete Mid-Cycle Evaluation Forms.			
B. HOS Annual Review	Discuss	Artie Sullivan	20 m
Discuss HOS Annual Review Rubric, and schedule for completion of Committee work to present to full Board.			
Board has asked Personnel Committee to present training to the Board for their role in the HOS Evaluation Process.			
C. SUCCESSION PLAN	Discuss	Artie Sullivan	10 m
CONTINUE DISCUSSIONS TO DEVELOP A SUCCESSION PLAN FOR THE POSITION OF HOS			
D. POLICY REVIEW	Discuss	Artie Sullivan	10 m

CONTINUE DISCUSSIONS OF POLICY REVIEW AS PERTAIN TO SCOPE OF PERSONNEL COMMITTEE

1. Links to Personnel Policies

1. Marblehead - <http://www.marbleheadschoools.org/mps-policy-manual>
 1. Scroll down to section G - Personnel
2. Salem Personnel - http://saalemk12.org/pages/SPS_DistSchoolCom/SPS_Policy_Manual_Folder/4000_Personnel

III. New Business

IV. Action Items

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|--|---------|----------------|-----|
| A. Review Action Items from Meeting | FYI | Katie Sullivan | 5 m |
| Review Action Items form meeting, including who is responsible, item to be completed and time frame for status report or completion. | | | |
| B. Meeting Schedule | Discuss | Artie Sullivan | 5 m |
| Look to schedule next few meetings on Committee. | | | |

V. Closing Items

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|---------------------------|------|------------|-----|
| A. Adjourn Meeting | Vote | Katie Hope | 5 m |
|---------------------------|------|------------|-----|