



MCCPS Board of Trustees

Personnel Committee Committee Meeting

Published on December 17, 2018 at 7:53 PM EST

Date and Time

Monday December 17, 2018 at 7:00 PM EST

Location

MCCPS 17 Lime Street

Agenda

	Purpose	Presenter	Time
I. Opening Items			7:00 PM
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
Approve minutes for Personnel Monthly Meeting on December 10, 2018			
II. Old Business			7:08 PM
A. HOS Annual Review and Evaluation	Discuss	Artie Sullivan	10 m
2018-2019, assist HOS as needed - HOS Goals Update, Feedback from Board of Trustees			
B. POLICY REVIEW	Discuss	Artie Sullivan	
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://salemk12.org/pages/SPS_DistSchoolCom/SPS_Policy_Manual_Folder/4000_Personnel			
C. Personnel Committee Membership	Discuss	Artie Sullivan	
Review the committee membership needs of the Personnel Committee. Identify potential candidates for membership on the committee.			
D. Review Department of Elementary and Secondary Education - Proposed Rubric	Discuss	Artie Sullivan	

III. New Business

7:18 PM

A. Head of School Search	Discuss	Artie Sullivan	45 m
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Head of School Search Process

Items to include

- Review faculty input and modify the head of school job description accordingly, as well as create a two head of school description for consideration
- K.Sullivan to share input from Dr. A
- A.Sullivan to share information from Charter Association and Executive Search Firms
- Confirm plan/schedule to determine Executive Search Task Force

IV. Action Items

8:03 PM

A. Review Action Items from Meeting	FYI	Katie Sullivan	5 m
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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
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Look to schedule agenda items next few meetings on Committee.

V. Closing Items

8:13 PM

A. Adjourn Meeting	Vote	Artie Sullivan	5 m
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