



# MCCPS Board of Trustees

## Monthly Personnel Meeting

Published on May 6, 2021 at 12:10 PM EDT

---

### Date and Time

Tuesday May 11, 2021 at 7:00 PM EDT

### Location

Topic: Personnel Meeting

Time: 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/3898394128?pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09>

Meeting ID: 389 839 4128

Passcode: MCCPS

---

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
Opening Items			
<b>A. Call the Meeting to Order</b>		Artie Sullivan	2 m
<b>B. Record Attendance and Guests</b>		Katie Sullivan	1 m
<b>C. Accept Remote Participation</b>	Vote	Artie Sullivan	2 m
In light of the ongoing COVID-19 coronavirus outbreak, Governor Baker issued an emergency Order on March 12, 2020, allowing public bodies greater flexibility in utilizing technology in the conduct of meetings under the Open Meeting Law. Can we make a motion to accept this Executive Order for this meeting of the Personnel Committee, on May 11, 2021.			
<b>D. Approve Minutes</b>	Approve Minutes	Katie Sullivan	5 m
Approve minutes for Monthly Personnel Meeting on April 13, 2021			

	Purpose	Presenter	Time
<b>II. Old Business</b>			<b>7:10 PM</b>

Personnel Committee

- |   |         |                |      |
|---|---------|----------------|------|
| <b>A.</b> Feedback from HOS Annual Evaluation Process | Vote    | Artie Sullivan | 30 m |
| <b>B.</b> Staffing Updates                            | Discuss | Peter Cohen    | 15 m |
| <b>C.</b> Review MCCPS Personnel Handbook             | Discuss | Peter Cohen    | 30 m |
| <b>D.</b> Review of Student Parent Handbook           | Discuss | Peter Cohen    | 10 m |
| <b>E.</b> Personnel Committee Membership              | Discuss | Artie Sullivan |      |

Review the committee membership needs of the Personnel Committee. Identify potential candidates for membership on the committee.

- |                         |         |                |     |
|-------------------------|---------|----------------|-----|
| <b>F. POLICY REVIEW</b> | Discuss | Artie Sullivan | 5 m |
|-------------------------|---------|----------------|-----|
- CONTINUE DISCUSSIONS OF POLICY REVIEW AS PERTAIN TO SCOPE OF PERSONNEL COMMITTEE

1. Links to Personnel Policies

1. Marblehead - <https://www.marbleheadschoools.org/district/mps-policy-manual>
  1. Scroll down to section G - Personnel
2. Salem Personnel - <https://www.salemk12.org/cms/One.aspx?portalId=268138&pageId=537199>

**III. New Business**

<b>IV. Action Items</b>			<b>8:40 PM</b>
-------------------------	--	--	----------------

- |  |     |                |     |
|--|-----|----------------|-----|
| <b>A.</b> 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>V. Closing Items</b>			<b>8:45 PM</b>
-------------------------	--	--	----------------

- |                           |      |                |     |
|---------------------------|------|----------------|-----|
| <b>A.</b> Adjourn Meeting | Vote | Artie Sullivan | 5 m |
|---------------------------|------|----------------|-----|