



# MCCPS Board of Trustees

## Personnel Committee Meeting

Amended on October 12, 2021 at 6:37 PM EDT

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### Date and Time

Tuesday October 12, 2021 at 7:00 PM EDT

### Location

ZOOM LINK <https://marbleheadcharter.zoom.us/j/85204151368?pwd=anB2NnRGblBQMjRPQ3dJV2hDK3N1Zz09>

17 Lime Street  
Marblehead, Massachusetts  
01945

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
Opening Items			
<b>A. Call the Meeting to Order</b>		James Rogers	2 m
<b>B. Record Attendance and Guests</b>		Katie Sullivan	1 m
<b>C. Accept Remote Participation</b>	Vote	James Rogers	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 October 12, 2021.			
<b>D. Approve Minutes</b>	Approve Minutes	Katie Sullivan	5 m
Approve minutes for Personnel Committee Meeting on September 14, 2021			
<b>II. Old Business</b>			<b>7:10 PM</b>

	Purpose	Presenter	Time
Personnel Committee			
<b>A. Personnel Committee Membership</b>	Discuss	James Rogers	2 m
Review the committee membership needs of the Personnel Committee. Identify potential candidates for membership on the committee.			
<b>B. POLICY REVIEW</b>	Discuss	James Rogers	5 m
CONTINUE DISCUSSIONS OF POLICY REVIEW AS PERTAIN TO SCOPE OF PERSONNEL COMMITTEE			
1. Links to Personnel Policies			
1. Marblehead - <a href="https://www.marbleheadschoools.org/district/mps-policy-manual">https://www.marbleheadschoools.org/district/mps-policy-manual</a>			
1. Scroll down to section G - Personnel			
2. Salem Personnel - <a href="https://www.salemk12.org/cms/One.aspx?portalId=268138&amp;pageId=537199">https://www.salemk12.org/cms/One.aspx?portalId=268138&amp;pageId=537199</a>			
<b>III. New Business - Discussion of Internal Survey</b>			<b>7:17 PM</b>
<b>A. Consideration of adding an internal survey instrument</b>	Discuss	John Steinberg	20 m
<b>B. Preparation for Presentation to the Board</b>	Discuss	Katie Sullivan	10 m
Head of School evaluation process part 1			
<b>IV. Action Items</b>			<b>7:47 PM</b>
<b>A. Review Action Items from Meeting</b>	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>7:52 PM</b>
<b>A. Adjourn Meeting</b>	Vote	James Rogers	5 m