



MCCPS Board of Trustees

Personnel Monthly Meeting

Published on December 4, 2018 at 9:43 AM EST

Date and Time

Monday December 10, 2018 at 7:00 PM EST

Location

MCCPS. ROOM 8L

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 November 5, 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://saalemk12.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	

Department of Elementary and Secondary Education - Proposed Rubric

III. New Business**7:18 PM**

A. Head of School Search	Discuss	Patricia Rietti	45 m
Head of School Search Process			

IV. Action Items**8:03 PM**

A. Review Action Items from Meeting	FYI	Katie Sullivan	5 m
Review Action Items from 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 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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Cover Sheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Personnel Monthly Meeting on November 5, 2018

DRAFT



MCCPS

MCCPS Board of Trustees

Minutes

Personnel Monthly Meeting

Date and Time

Monday November 5, 2018 at 7:00 PM

Location

MCCPS. ROOM 8L

Committee Members Present

Artie Sullivan, John Steinberg, Nina Cullen-Hamzeh, Xhazzie Kindle

Committee Members Absent

Katie Sullivan, Patricia Rietti

I. Opening Items

A. Call the Meeting to Order

Artie Sullivan called a meeting of the Personnel Committee committee of MCCPS Board of Trustees to order on Monday Nov 5, 2018 @ 7:03 PM at MCCPS. ROOM 8L.

B. Record Attendance and Guests

C. Approve Minutes

Artie Sullivan made a motion to approve minutes from the Personnel Monthly Meeting on 10-01-18.

John Steinberg seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Old Business

A. HOS Annual Review and Evaluation

- Review of Head of School Presentation at Board of Trustees Meeting on Oct 30, 2018
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B. SUCCESSION PLAN

C. POLICY REVIEW

Review of Policies to submit to the Board for approval and adoption

Policies Reviewed and amended

- Staff Participation in Political Activities
- Policy Concerning Healthcare Options
- Part-time Employees Benefits Policy
- Staff Ethics and Conflict of Interest Policy
- Staff Involvement in Decision Making Policy
- Tutoring for Pay Policy

Policies reviewed, under further discussion

- Policy Against Domestic Violence

D. Personnel Committee Membership

E. Review Department of Elementary and Secondary Education - Proposed Rubric

III. Action Items

A. Review Action Items from Meeting

B. Meeting Schedule

Continue Policy Review in December

HOS Mid-Cycle Presentation in January

IV. Closing Items

A. Adjourn Meeting

Artie Sullivan made a motion to adjourn the meeting.

John Steinberg seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:11 PM.

Respectfully Submitted,
Artie Sullivan