



MCCPS Board of Trustees

Monthly Personnel Committee Meeting

Amended on December 5, 2019 at 8:47 AM EST

Date and Time

Monday December 9, 2019 at 7:00 PM EST

Location

MCCPS, 17 Lime St

Agenda

	Purpose	Presenter	Time
I. Opening Items			7:00 PM
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
Approve minutes for Monthly Personnel Committee Meeting on November 4, 2019			
II. Old Business			7:08 PM
Personnel Committee			
A. POLICY REVIEW	Discuss	Artie Sullivan	45 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			

	Purpose	Presenter	Time
B. Personnel Committee Membership	Discuss	Artie Sullivan	
Review the committee membership needs of the Personnel Committee. Identify potential candidates for membership on the committee.			

III. New Business 7:53 PM

A. MCCPS Leadership Organization	Discuss	Peter Cohen	20 m
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IV. Action Items 8:13 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.

V. Closing Items 8:18 PM

A. Adjourn Meeting	Vote	Artie Sullivan	5 m
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Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Monthly Personnel Committee Meeting on November 4, 2019

APPROVED



MCCPS Board of Trustees

Minutes

Monthly Personnel Committee Meeting

Date and Time

Monday November 4, 2019 at 7:00 PM

Location

MCCPS, 17 Lime St

Committee Members Present

Artie Sullivan, James Rogers, Katie Sullivan

Committee Members Absent

John Steinberg, Peter Cheney

Guests Present

Peter Cohen

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 4, 2019 at 7:10 PM.

B. Record Attendance and Guests**C. Approve Minutes**

Katie Sullivan made a motion to approve minutes from the Monthly Personnel Committee Meeting on 10-07-19 Monthly Personnel Committee Meeting on 10-07-19.

Artie Sullivan seconded the motion.

The motion did not carry.

Welcome to James Rogers as our newest member of this committee. Patricia Rietti is resigning from this committee.

II. Old Business

A. POLICY REVIEW

B. Personnel Committee Membership

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

D. HOS Evaluation Policy and Procedures

Katie presented her draft Powerpoint presentation for the Board training on Nov. 18th. This committee gave feedback, corrections and additions.

III. New Business

A. MCCPS Leadership Organization

Peter shared his plans for a meeting with his Admin. staff off site to create an updated Organizational Chart that identifies the roles and responsibilities at MCCPS. He will come back to this committee after that is drafted for feedback.

IV. Action Items

A. Review Action Items from Meeting

B. Meeting Schedule

Next meeting date: Dec. 9, 2019 at 7 p.m.

V. Closing Items

A. Adjourn Meeting

Artie Sullivan made a motion to adjourn the meeting.

Katie Sullivan seconded the motion.

The committee **VOTED** 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,

Katie Sullivan