



MCCPS Board of Trustees

Monthly Personnel Committee Meeting

Published on March 5, 2020 at 8:38 AM EST

Date and Time

Monday March 9, 2020 at 7:00 PM EDT

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 January 13, 2020			
II. Old Business			7:08 PM
Personnel Committee			
A. Set up Surveys for Head of School Year End Review	Discuss	Artie Sullivan	20 m
Discussion of Timeline for HOS Annual Evaluation and survey usage, Val Ed, Board on Track, Satisfaction Survey			
B. MCCPS Leadership Organization	Discuss	Peter Cohen	20 m
C. POLICY REVIEW	Discuss	Artie Sullivan	5 m
CONTINUE DISCUSSIONS OF POLICY REVIEW AS PERTAIN TO SCOPE OF PERSONNEL COMMITTEE			

	Purpose	Presenter	Time
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			
D. 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			
IV. Action Items			7:53 PM
A. 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.			
V. Closing Items			7:58 PM
A. Adjourn Meeting	Vote	Artie Sullivan	5 m

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 January 13, 2020

APPROVED



MCCPS

MCCPS Board of Trustees

Minutes

Monthly Personnel Committee Meeting

Date and Time

Monday January 13, 2020 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

Jeff Barry

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 Jan 13, 2020 at 7:04 PM.

B. Record Attendance and Guests

C. Approve Minutes

James Rogers made a motion to approve the minutes from Monthly Personnel Committee Meeting on 12-09-19.

Katie Sullivan seconded the motion.

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

II. Old Business

A. Head of School Mid-Cycle Review

Peter presented his draft of his Head of School Mid-Cycle Review Self-assessment and this committee provided feedback. He will make edits prior to his presentation to the Board of Trustees.

B. MCCPS Leadership Organization

Peter discussed his thoughts about changes he would like to make to the leadership for next year. He realizes that he cannot do it all as Head of School. He would like to have a Principal, and a Student Services Director (separating out 504 into General Education) and eliminating the Assistant Principal role. He has spoken to people currently in roles that will be affected. He has spoken with Jeff Barry and is aware of the enrollment i.e. budget constraints. With every new student, he can look at ways to add to the program, but he is basing his decisions on a conservative enrollment for next year as well.

C. POLICY REVIEW

Moved to the next meeting.

D. Personnel Committee Membership

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:57 PM.

Respectfully Submitted,
Katie Sullivan

Documents used during the meeting

None