



MCCPS Board of Trustees

Monthly Personnel Committee Meeting

Published on April 8, 2020 at 9:39 AM EDT

Date and Time

Monday April 13, 2020 at 7:00 PM EDT

Location

Zoom

Topic: Personnel Committee Meeting

Time: Apr 13, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us04web.zoom.us/j/3898394128?pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09>

Meeting ID: 389 839 4128

Password: MCCPS

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. Accept Remote Participation	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. This committee makes a motion to accept this Executive Order for this meeting of the Personnel Committee, on April 13, 2020.			
D. Approve Minutes	Approve Minutes	Katie Sullivan	5 m
Approve minutes for Monthly Personnel Committee Meeting on March 9, 2020			

	Purpose	Presenter	Time
II. Old Business			7:10 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			

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			7:55 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			8:00 PM
A. Adjourn Meeting	Vote	Artie Sullivan	5 m

Coversheet

Approve Minutes

Section: I. Opening Items
Item: D. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Monthly Personnel Committee Meeting on March 9, 2020

APPROVED



MCCPS

MCCPS Board of Trustees

Minutes

Monthly Personnel Committee Meeting

Date and Time

Monday March 9, 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

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 Mar 9, 2020 at 6:57 PM.

B. Record Attendance and Guests

C. Approve Minutes

Katie Sullivan made a motion to approve the minutes from Monthly Personnel Committee Meeting on 01-13-20.

James Rogers seconded the motion.

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

II. Old Business

A. Set up Surveys for Head of School Year End Review

Board on Track CEO Evaluation survey- Artie is Coordinator

Val-Ed Survey (needs to be done before the end of April)

Peter's own Satisfaction Survey-done in house

Katie and/or John Steinberg will come to a Faculty meeting to explain surveys and answer questions.

B. MCCPS Leadership Organization

Principal interviews were conducted for a total of 4 candidates out of approx. 19 applicants. Matt Cronin was selected. Leadership team is trimming down for next year which will save on the budget.

Interviews for the Student Services Coordinator (4 candidates) have been conducted and an offer has been extended to one candidate.

Interviews for an School Adjustment Counselor are also ongoing.

The Succession Plan will need to be adjusted with the new leadership.

C. POLICY REVIEW

Policies 5.n. through 5.z. were reviewed by this committee and further necessary work was noted and will be worked.

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 8:21 PM.

Respectfully Submitted,
Katie Sullivan