

APPROVED



**MCCPS**

## MCCPS Board of Trustees

### Minutes

#### Personnel Committee Meeting

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**Date and Time**

Wednesday September 13, 2017 at 7:00 PM

**Location**

MCCPS

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**Committee Members Present**

Katie Sullivan, Nina Cullen-Hamzeh, Patricia Rietti

**Committee Members Absent**

John Steinberg, John Stickevers

**Guests Present**

Bill Bowden

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**I. Opening Items**

**A. Record Attendance and Guests**

no guests

**B. Call the Meeting to Order**

Bill Bowden called a meeting of the Personnel Committee Committee of MCCPS Board of Trustees to order on Wednesday Sep 13, 2017 at 7:10 PM.

**C. Approve Minutes**

Patricia Rietti made a motion to approve minutes from the March meeting.  
Katie Sullivan seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

## **II. Personnel Committee**

### **A. Introduction of new members**

Bill Bowden is the new chair (Board member) and member of the committee.  
Xhazzie Kindle is our newest member and was voted in by this committee unanimously this evening.  
John Stickevers will no longer serve on this committee. He will serve on Academic Excellence committee.

### **B. Reestablish a regular meeting schedule**

The regular meeting schedule will be on the first or second Thursday of every month from 7-8:30 p.m.  
Oct. 12, 2017  
Nov. 9  
Dec. 7  
Jan. 11, 2018  
Feb. 8  
March 8  
April 12  
May 10  
June 7

## **III. Discuss HOS Goals for 2017-2018**

### **A. Establish HOS Goals**

Nina presented the committee with a draft of one goal thus far: Encourage Student and Staff Retention. It contains five objectives including measures and evidence for each objective. Nina believes that this goal hits all three areas for goals which are Professional Practice, Student Growth, and School Improvement so she has moved the objectives around to fit under the three goals. She will present this draft at the September Board meeting.

### **B. Measuring HOS Goals.....**

Each of the three drafted HOS Goals has both evidence and measures delineated.

## **IV. Other Business**

**A. Member input on future meeting topics.**

Task for the next committee meetings:

Aligning Policy and Procedures for HOS Evaluation with the actual practice

Personnel Committee Job Description review

Succession plan for HOS

Contract Renewal process documentation

**V. 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 8:30 PM.

Respectfully Submitted,  
Katie Sullivan