

APPROVED



**MCCPS**

## MCCPS Board of Trustees

### Minutes

#### Personnel Monthly Meeting

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#### **Date and Time**

Monday June 25, 2018 at 7:00 PM

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#### **Committee Members Present**

Artie Sullivan, Katie Sullivan, Xhazzie Kindle

#### **Committee Members Absent**

John Steinberg, Nina Cullen-Hamzeh, Patricia Rietti

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#### **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 Jun 25, 2018 at 7:05 PM.

##### **B. Record Attendance and Guests**

##### **C. Approve Minutes**

Katie Sullivan made a motion to approve minutes from the Personnel Committee Committee Meeting on 05-21-18 Personnel Committee Meeting on 05-21-18.

Artie Sullivan seconded the motion.

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

#### **II. Old Business**

**A. HOS Annual Review and Evaluation**

The HOS Evaluation is almost complete. The Board is meeting tomorrow night to finish the process. This committee will be interested in feedback from the Board on what went well, what did not, and recommendations for the next cycle.

**B. SUCCESSION PLAN**

The Board did not approve the Succession Plan Policy presented by Personnel Committee because they want a succession plan with the policy. Nina has done the majority of the work on the plan including a list of other tasks and this committee reviewed it.

Motion: Artie moved and Xhazzie seconded a motion to present the succession plan to the Board for approval.

**C. POLICY REVIEW**

Artie has shared a Dropbox with sample policies. This committee will continue reviewing these policies and cross-check with the current MCCPS policies. This will be the bulk of the work for the fall.

**III. Action Items**

**A. Review Action Items from Meeting**

**B. Meeting Schedule**

Next meeting date: Monday, September 10, 2018

**IV. 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 9:00 PM.

Respectfully Submitted,  
Katie Sullivan