

APPROVED



**MCCPS**

## MCCPS Board of Trustees

### Minutes

#### Personnel Monthly Meeting

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**Date and Time**

Monday February 11, 2019 at 7:00 PM

**Location**

MCCPS. ROOM 8L

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**Committee Members Present**

Artie Sullivan, Katie Sullivan, Patricia Rietti, Xhazzie Kindle

**Committee Members Absent**

John Steinberg

**Guests Present**

Bill Sullivan

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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 Feb 11, 2019 at 7:05 PM.

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

Khazzie Kindle made a motion to approve minutes from the Personnel Monthly Meeting on 01-14-19 Personnel Monthly Meeting on 01-14-19.

Patricia Rietti seconded the motion.

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

## **II. New Business**

### **A. Head of School Search**

The HOS Search committee met last week to look at the 12 applications received. They are working on the criteria for who to invite for the interview process. There are 4 stand outs so far. They are using the HOS Evaluation as a tool to develop a scoring rubric for search committee members to use during interviews. The Search committee will meet the Monday after February vacation.

Action item: Katie will send Artie the few Search firm packets from 2010 that included some good interview questions.

### **B. HOS Annual Evaluation**

The Board has directed the Personnel Committee to create an Interim Head of School. The question about the necessity of an evaluation in this emergency interim situation was debated. Bill suggests that Communication with the Board, Family Engagement, Day-to-day operations, Instructional Leadership which will be evidenced by the monthly Head of School Report. The rating on each will be satisfactory or unsatisfactory with a role call vote.

## **III. Action Items**

### **A. Review Action Items from Meeting**

### **B. Meeting Schedule**

Next meeting date: Tuesday, March 11, 2019

## **IV. 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 7:41 PM.

Respectfully Submitted,  
Katie Sullivan