



## MCCPS Board of Trustees

### Minutes

#### Personnel Committee Meeting

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**Date and Time**

Monday December 17, 2018 at 7:00 PM

**Location**

MCCPS 17 Lime Street

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**Committee Members Present**

Katie Sullivan, Patricia Rietti

**Committee Members Absent**

Artie Sullivan, John Steinberg, Xhazzie Kindle

**Guests Present**

Bill Sullivan, Bob Erbetta

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**I. Opening Items****A. Call the Meeting to Order**

Patricia Rietti called a meeting of the Personnel Committee Committee of MCCPS Board of Trustees to order on Monday Dec 17, 2018 at 7:10 PM.

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

No quorum therefore vote is tabled.

## **II. Old Business**

### **A. HOS Annual Review and Evaluation**

Tabled

### **B. POLICY REVIEW**

Tabled

### **C. Personnel Committee Membership**

Tabled

### **D. Review Department of Elementary and Secondary Education - Proposed Rubric**

Tabled

## **III. New Business**

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

The Board needs to form the HOS Search Committee by selecting its members and give directives to them and to the Personnel Committee. Tasks need to be clearly delineated for both committees.

Katie has been in conversation with Dr. Al Argenziano who is willing to help in our HOS search.

#### *Action items:*

Patricia Rietti will attend Board meeting tomorrow night 12/18 and present Faculty input gathered this week by Dept. Chairs regarding what they are looking for in a HOS.

Katie will send a draft of HOS Search Ad to Board for approval and posting on School Spring, Massachusetts Charter Public School Association, National Alliance for Charter Public Schools, etc.

Katie will talk more with Dr. Argenziano to see what he can assist us with.

Patricia is an administrator on the new email and has volunteered to go through emails received at [hossearch@marbleheadcharter.com](mailto:hossearch@marbleheadcharter.com) to separate cover letters and resumes from community input.

Bill will ask Matt Cronin to set up an automatic response in the hossearch email to acknowledge receipt of emails.

Artie was to make contact with Charter School Association and with the Superintendent.

#### **IV. Action Items**

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

##### **B. Meeting Schedule**

With Artie not present, the next meeting date has yet to be decided.

#### **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 8:03 PM.

Respectfully Submitted,  
Katie Sullivan