APPROVED

MCCPS Board of Trustees

Minutes

Monthly Personnel Meeting

Date and Time
Tuesday December 8, 2020 at 7:00 PM

Location
Topic: Personnel Meeting
Time: 07:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://us02web.zoom.us/j/3898394128?pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09
Meeting ID: 389 839 4128
Passcode: MCCPS

Committee Members Present
Artie Sullivan (remote), James Rogers (remote), Katie Sullivan (remote)

Committee Members Absent
John Steinberg, Peter Cheney

Ex Officio Members Present
Peter Cohen (remote)

Guests Present
Dizzy Burns (remote)

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 Tuesday Dec 8, 2020 at 7:02 PM.

B. Record Attendance and Guests

C. Accept Remote Participation

James Rogers made a motion to accept remote participation in light of the Covid-19 outbreak and Gov. Baker's issuance of 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.
Katie Sullivan seconded the motion.
The committee **VOTED** to approve the motion.

D. Approve Minutes

Artie Sullivan made a motion to approve the minutes from Monthly Personnel Meeting on 11-10-20.
James Rogers seconded the motion.
The committee **VOTED** to approve the motion.

II. Old Business

A. Disclosure of Conflict of Interest Notice

Bob Erbetta disclosed a potential Conflict of Interest regarding working with his daughter's nephew with some facilities work at the school. Peter Cohen does not feel it is a concern, but Bob wanted to be transparent. There will be oversight of both employees by both Peter Cohen and Jeff Barry. The document has been reviewed by this committee and will be put before the Board of Trustees.
Katie Sullivan made a motion to present this Conflict of Interest disclosure document from Robert Erbetta to the Board of Trustees having been reviewed by this committee.
James Rogers seconded the motion.
The committee **VOTED** to approve the motion.

B. Review MCCPS Personnel Handbook

Peter met with James after our last Personnel meeting and has been working on the edits. The links included in the handbook still need to be carefully looked at and updated. There also needs to be a Grievance Policy added. James and Peter will meet in the next couple of weeks to finish it prior to the next Personnel meeting in January.

C. Review of Student Parent Handbook

The same is true for this Student Parent Handbook, as with the Personnel Handbook. Peter will work with James to finish edits and have this committee review them once more in January before sending them to the Board in February.

D. Personnel Committee Membership

James reports that there are a lot of new parents and conferences going on now so he will see what he can do.

E. POLICY REVIEW

Tabled for a future meeting

III. Action Items

A. Review Action Items from Meeting

James and Peter will meet to work on the handbooks.

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 7:35 PM.

Respectfully Submitted,
Katie Sullivan