

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Monthly Personnel Meeting

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#### **Date and Time**

Tuesday March 16, 2021 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

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#### **Committee Members Present**

Artie Sullivan (remote), James Rogers (remote), Katie Sullivan (remote), Peter Cheney (remote)

#### **Committee Members Absent**

John Steinberg

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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 Tuesday Mar 16, 2021 at 7:01 PM.

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

##### **C.**

### **Accept Remote Participation**

peter cheny

James

Peter Cheney made a motion to accept remote participation in light of the ongoing COVID-19 Coronavirus outbreak, Gov. Baker issued an emergency order on March 12, 2020 allowing public bodies greater flexibility in the use of technology in the conduct of meetings under the Open Meeting Law.

James Rogers seconded the motion.

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

### **D. Approve Minutes**

Peter Cheney made a motion to approve the minutes from Monthly Personnel Meeting on 02-09-21.

James Rogers seconded the motion.

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

## **II. Old Business**

### **A. Prepare Board Presentation for HOS Annual Evaluation**

March 30th- Presentation Part 2 to the BOT on completing the Summative Evaluation

Peter Cohen has tied his four Goals to the Standards in the Evaluation document and Artie will connect each Standard & Indicator on the document for the Board members

Katie will type up a check list for the Board members of what they need to do to fully complete the Evaluation document.

Katie and Artie will present at the BOT meeting on March 30th.

Val-Ed and Board on Track Surveys to launch April 2-13th.

April 27th- HOS presentation & results of surveys to BOT with John Steinberg

May 15th- Evaluation documents from Board members will be due to Chair

May 25th- BOT meeting- Evaluation documents compiled by Chair and Vice Chair to be presented

June 1st- Final version presented to HOS

### **B. Staffing Updates**

Peter Cohen has begun conversations about next year with staff to prepare for budgeting.

There is some anticipated turnover and there will be some restructuring in some departments. There will also be a few new positions created.

### **C. Review MCCPS Personnel Handbook**

Peter Cohen and James Rogers will work on the edits from last meeting and create a clean copy in advance of the June Board meeting for approval.

### **D. Review of Student Parent Handbook**

Peter Cohen and James Rogers will work on the edits from last meeting and create a clean copy in advance of the June Board meeting for approval.

**E. Personnel Committee Membership**

No new members yet. Artie talked with Susan Hauck for help with recruiting. Once COVID restrictions are lifted, we hope there will be more interest in membership. James will try to reach out to some 7th grade parents.

**F. POLICY REVIEW**

**III. Action Items**

**A. Review Action Items from Meeting**

Next meeting: Tuesday, April 13, 2021 @ 7:00 p.m.

**IV. Closing Items**

**A. Adjourn Meeting**

Katie Sullivan made a motion to adjourn the meeting.

Artie 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 8:19 PM.

Respectfully Submitted,  
Katie Sullivan