

APPROVED



MCCPS Board of Trustees

Minutes

Personnel Committee Meeting

Date and Time

Monday May 8, 2023 at 7:00 PM

Location

17 Lime Street
Marblehead, Massachusetts
01945

This is an In-Person Meeting, with remote participation.

Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

Zoom Login information

Meeting ID: 914 6251 4433

Passcode: MCCPSper

Committee Members Present

Carol McEnaney, John Steinberg, Katie Sullivan, Paul Baker

Committee Members Absent

Jen Stoddard

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

Paul Baker called a meeting of the Personnel Committee Committee of MCCPS Board of Trustees to order on Monday May 8, 2023 at 7:10 PM.

B. Record Attendance and Guests

C. Table approval of Minutes from the last meeting

The April meeting was canceled. More policies were reviewed at the March 13th meeting and those minutes will be approved at the next Personnel meeting.

II. Old Business

A. Surveys

John summarized the HOS surveys conducted this spring and gleaned what was valuable from the data, such as it was, due to the circumstances surrounding the HOS investigation and departure. He provided and reviewed graphs and the data to the committee. The Val-Ed and in-house surveys were conducted. The Board on Track survey was not administered. In terms of what the teachers are looking for for the next HOS: #1 is Performance Accountability. This was true with the previous HOS too. This is followed by #2 Culture.

The in-house survey provided great information and shows a lot. It proves that it is really an effective tool. #1) Building a positive work environment. Teachers feel that their colleagues are friendly and they get good ideas from one another. Conversely, the relationships with the HOS are poor. The faculty did not believe that the HOS worked for a positive work environment.

This can inform the search for the next HOS. 34 people responded to this survey which is on par with the usual response rate.

John will present these findings to Board at the next Board meeting.

III. New Business

A. Staffing Update/Policy Review

Several teachers are leaving but enrollment is steady. There is a lottery upcoming for the slots that are still available.

Guidance Counselor

Two 4th-grade teachers

Art teacher

8th-grade teacher

Policy update:

Brought to our attention by Dizzy Burns, we took a look at the website to find outdated documents that need to be cleaned up and archived. Perhaps the school can find someone to work on the website this summer.

IV. Action Items

A. Review Action Items from Meeting

John will present the HOS Survey results to the Board at the Board meeting on May 30, 2023.

Paul will contact Kim to check if she has completed the edits on the policies discussed at the March Personnel meeting.

Paul will investigate if there might be someone (Matt Cronin) who the school can hire to work on the school's website, specifically to archive old policies and information.

V. Closing Items

A. Adjourn Meeting

Next meeting: June 12, 2023

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:20 PM.

Respectfully Submitted,
Katie Sullivan