APPROVED

MCCPS Board of Trustees

Minutes

Personnel Committee Meeting

A Meeting of the Personnel Committee

Date and Time
Monday January 12, 2026 at 7:00 PM

Location
Marblehead Community Charter Public School is inviting you to a scheduled Zoom meeting.
Topic: MCCPS - Personnel Committee
Time: Jan 12, 2026 07:00 PM Eastern Time (US and Canada)
Every month on the Second Mon, 6 occurrence(s)
Please download and import the following iCalendar (.ics) files to your calendar system.
Monthly: https://us06web.zoom.us/meeting/tZApf-yqrz0tEtTULlmLww7RIR_08D_td-cV/ics?icsToken=DJ9E3JSFu3T6KPwC4wAALAAAAPjKr-vd1Pq9HcSSMcve_UeGWQ6wByhd1LRFXSHF9Vnv4Tv0k7ZWuaAC8KPGyQsfvuENNCTv1cREXW0soTAwMDAwMQ&meetingMasterEventId=l6B
Join Zoom Meeting
https://us06web.zoom.us/j/84485216780?pwd=TikVqTwYvKKXXT8sM4icxAqNugOk0q.1
Meeting ID: 844 8521 6780
Passcode: 1ZyGpv

One tap mobile
+16465588656,,84485216780#,,,,*141761# US (New York)
+16469313860,,84485216780#,,,,*141761# US
Join instructions
https://us06web.zoom.us/meetings/84485216780/invitations?signature=pVPV2dhxBeGIvgFeHd2je7JRkUcalcMAHv0jjFMDdT8

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

Committee Members Present
Carol McEnaney (remote), Chris Re (remote), Jen Stoddard (remote), John Steinberg (remote), Kathy Santoro (remote), Katie Sullivan (remote), Stephanie Brant (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Chris Re called a meeting of the Personnel Committee Committee of MCCPS Board of Trustees to order on Monday Jan 12, 2026 at 7:00 PM.

II. Committee Action Items

A. Minutes Approval

Katie Sullivan made a motion to approve the minutes from October 2025 Personnel Committee Meeting on 10-28-25.
Kathy Santoro seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Jen Stoddard	Aye
Chris Re	Abstain
Carol McEnaney	Abstain
Stephanie Brant	Aye
Katie Sullivan	Aye
Kathy Santoro	Aye
John Steinberg	Aye

III. Personnel Committee

A. Head of School Evaluation for 2025-2026

We discussed HOS goals and performance review process

- Discussed Katie's slide deck which goes over the process, end to end.
- John offered to share the deck with the group for review.

- Chris suggested that Katie present to the full board at the end of this month.
- The Mid Year Review will happen in February.
- We reviewed the timing of the three surveys; Board on Track, University of Kansas, and Val-ED. They are all administered by Katie and John in April. Staff are given development time to complete these. Faculty are given directions and best practices.
- We also discussed the role of educational fellows as their role relates to the different surveys. We will plan to include them to maximize the data pool.

B. Committee Process

We discussed how this meeting is run. Our agenda will be determined by the Board as well as monthly milestones as defined in the slide deck.

IV. Other Business

A. Other Business As Necessary

- We discussed ways to ensure the survey data is anonymous. John and Katie will provide best practices to respondents to avoid self identifying or referring to colleagues too specifically.
- We discussed if the HOS sending their own "Culture and Climate" survey is a best practice. It was determined that the survey in question is about overall school culture and professional development, rather than an evaluation of the HOS specifically, so it is appropriate to continue and does not overlap with the other surveys. Also the April date is too late for the HOS to make meaningful changes to professional development or culture, so the survey is well timed in January. These results are presented to the board. John will help make an objective analysis of the results.

V. Public Comment

A. No public comment.

No public comment

VI. 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 7:58 PM.

Respectfully Submitted,
Katie Sullivan