APPROVED

# MCCPS Board of Trustees

# Minutes

## Personnel Committee Meeting

A Meeting of the Personnel Committee

**Date and Time**
Monday May 11, 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
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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.

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**Committee Members Present**
Chris Re (remote), John Steinberg (remote), Kathy Santoro (remote), Katie Sullivan (remote), Stephanie Brant (remote)

**Committee Members Absent**
Carol McEnaney, Jen Stoddard

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## 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 May 11, 2026 at 7:03 PM.

### C. Approve Previous Minutes

Chris Re made a motion to approve the minutes from Personnel Committee Meeting on 04-13-26.
Kathy Santoro seconded the motion.
The committee **VOTED** to approve the motion.

## II. Personnel Committee

### A. Head of School Evaluation for 2025-2026

We reviewed the Head of School Evaluation Year End Form for 2025-26. We discussed how to edit it for the current year and make sure the standards are accurate.
Discussed how the HOS receives the report. It is sent via email, and if the HOS has concerns/questions they work with the Chair/Vice-Chair to address them.
Discussed how the board needs to very carefully read the directions on the evaluation form, and go in order.

Also Katie reminded us that the board must write a comment for anything other than proficient. Comments and analysis are required.

### B. Annual Survey Updates

John confirms we are smooth sailing on this process-wise.

Need to get 100% board participation on the surveys.

We discussed why the board responses are anonymous.  The feeling is that we should be able to address board members who did not participate in the evaluation process, and also there should be transparency for the HOS for their evaluators.  The board speaks with one voice.

## III. Other Business

### A. Other Business As Necessary

John offered to help the chair and vice chair compile the summative evaluations, which is appreciated.

## 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 7:33 PM.

Respectfully Submitted,
Chris Re