WATERBURY PUBLIC SCHOOLS
Meeting Agenda

Group/Team:	BOE Personnel Committee		
Location: Waterbury Arts Magnet School Room 107 (near rear entrance of Media Center)	**Date of Meeting:** February 15, 2018	**Start Time:** 6:15 p.m.	**Finish Time:** 6:30 p.m.

Team Norms:

1. All Meetings will start on time
2. All issues will be approached with a positive attitude
3. A specific agenda will be set for all meetings
4. All team members will agree to stay on specific agenda topics
5. Decisions regarding future directions will be based upon actual data

Purpose of Meeting – Instructional Focus:

Agenda Items – (Items should reflect next steps from previous meeting.)

	Agenda Item	Time Allotted	Person Responsible
1.	Job Description for the Position of Human Resources Associate-Education (to replace position of Human Resources Assistant-Grant Funded Personnel)		R. Brenker