WATERBURY PUBLIC SCHOOLS
Meeting Agenda

Group/Team:	BOE Personnel Committee		
Location: Superintendent's Conference Room Chase Building	**Date of Meeting:** September 12, 2017	**Start Time:** 5:30 p.m.	**Finish Time:**

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 Specifications for the proposed position of Assistant Talent Recruiter (updated 09/10/17)		J. Hayes
2.	Job Specifications for the proposed position of Early Childhood Special Education Supervisor (updated 09/10/17)		D. Schwartz