WATERBURY PUBLIC SCHOOLS
Meeting Agenda

Group/Team:	BOE Personnel Committee		
Location: Waterbury Arts Magnet School Media Center 16 South Elm Street	**Date of Meeting:** February 27, 2017	**Start Time:** 6:30 p.m.	**Finish Time:** 6:55 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 Specifications for the Position of School Readiness Liaison		