

**PLEASE POST – NOTICE OF PUBLIC MEETING**

Essex North Shore Agricultural and Technical School District  
Personnel Subcommittee Meeting

Essex Technical High School  
562 Maple Street  
Hathorne, Massachusetts 01937  
Media Center (Upper Level)  
Conference Room

Tuesday, April 10, 2018  
5:30 p.m.  
Agenda

*1. Call to Order*

*2. Approval of Meeting Minutes*

The Personnel Subcommittee will consider approval for the meeting minutes of the November 9, 2017 Meeting.

*3. Job Descriptions*

The following job descriptions are attached and recommended by the administration for approval:

- a. Director of Academic Programs
- b. Instructional Technology Specialist/Librarian
- c. Cooperative Education Coordinator
- d. Community Relations and Partnerships Coordinator
- e. Administrative Assistant to Career and Technical Education Directors

*4. Discussion items that were not reasonably anticipated by the Chairperson (M.G.L., Chapter 30A - Sections 18-25)*

*5. Adjourn*