

MINUTES SUPERINTENDENT EVALUATION SUBCOMMITTEE
FRIDAY, NOVEMBER 8, 2013 at 2:30 p.m.
School Committee Room

Present: Malcolm Astley
Beth Butler
Dr. Paul Stein

Ms. Butler called the meeting to order at 2:35 p.m.

1. Public Comment There was no public comment.

2. Approve minutes of October 4, 2013 Upon a motion by Malcolm Astley, seconded by Beth Butler it was VOTED (2-0) to approve the minutes of October 4, 2013, as written.

3. Discuss, with Superintendent, topics including planning the integration of system goals, superintendent goals, and school committee goals in evaluation instrument

The subcommittee and superintendent reviewed the goals which will form the basis of his evaluation:

I. Student Learning Goal

Increase the grade level proficiency in ELA and mathematics of elementary level student identified as members of "high needs" subgroups (defined by the DESE as low-income, special education or ELL students as measured by their performance on district-wide common assessments

II. District Improvement Goal

Make recommendation and work toward the implementation of a new elementary grade school configuration

III. District Improvement Goal

Successfully implement the new state-mandated Educator Evaluation framework

IV. Professional Practice Goal

Encourage and enable the administrative staff to enhance their role as instructional leaders

Paul explained "instructional rounds", one of the tools by which he plans to implement Goal IV.

These will be recommended for approval by the full School committee.

4. Discuss for School Committee consideration the assessments to be used in his evaluation

The subcommittee and superintendent reviewed the evidence on which the

Superintendent will be evaluated in relation to the goals stated above. Also discussed was the possibility of doing interviews with Administrators as part of a "360 degree" process. Malcolm suggested the possibility of starting with one circle of immediate colleagues, done by a third party like Robert Evans. Beth will discuss with Glenn Koocher to see if and how other districts have done it. These will be brought to the full School Committee and recommended for approval.

5. Discuss and prepare draft timeline with agenda topics for FY 14 evaluation

Proposed timeline:

11/18/13: Vote to approve Superintendent's Goals; begin discussion of evidence

e.g. evidence mentioned in Paul's Goals for Evaluation

12/4/13: Discuss and vote on evidence for goals

Discuss as a pilot – interview administrators

Jan – Feb, 2014: Mid-year review of progress towards goals

5/27/14: Initial discussion re: final evaluation

6/9/14: Finalize evaluation

It was agreed that Beth will contact the School committee Chair about placing these recommendations on the agenda of the next available School Committee meeting.

Malcolm brought up the contract deadline concerning notice of intent to engage in contract negotiations for next contract term, and the subcommittee agreed that we did not see reason to go beyond the previous years' evaluation in making the decision to give notice of intent.

6. Adjourn Upon a motion made by Malcolm/Beth, seconded by Beth/Malcolm, it was VOTED unanimously (2-0) to adjourn the meeting, which was thereupon adjourned at 3:55 p.m.

Respectfully submitted,


Beth Butler


Malcolm Astley

Documents:

1. The Massachusetts Model System for Educator Evaluation: