

Minutes of the School Committee's Superintendent Evaluation Subcommittee

Date: Wednesday, May 8, 2013 Time: 10:30 a.m.

Place: Town Building

Present: Malcolm Astley and Beth Butler

The meeting commenced at 10:45 a.m.

I. Purpose:

(1) To approve minutes of previous meetings. The minutes of May 24, 2012, January 4, 2013, April 19, 2013 and March 8, 2013 were reviewed. Upon motion of Malcolm Astley, seconded by Beth Butler, the minutes were voted approved, as amended. The vote was unanimous, 2-0.

(2) To further discuss the Massachusetts Model for Educator Evaluation with Respect to Evaluation of Wayland's Superintendent.

Further discussion of timeline leading up to finalization of evaluation: suggest May 20 SC meeting to review the process, including the rubrics provided by DESE, evidence being used, and related documents; June 3 SC meeting for discussion by members of superintendent's progress towards goals and performance under the standards, and June 17 for discussion, and approval, of a final draft evaluation compiled by the chair or her designee that aggregate the individual member's evaluations.

Discussion of absence of specific mid-year informal conversation about the evaluation, and recognition that ongoing conversations during SC meetings with Dr. Stein throughout the year concerning his goals have occurred. We will recommend that a mid-January, 2014, mid-year evaluation occur in next cycle.

II. Next Meeting of the Superintendent Evaluation Sub-Committee

The next meeting is scheduled for Friday, May 10, 2013 at 1 p.m. to further prepare for discussion of the process as it nears completion at the May 20 meeting of the full school committee.

III. Adjournment Upon motion of Malcolm Astley, seconded by Beth Butler, and subsequent unanimous vote of 2-0, the meeting was adjourned at 12:35 p.m.

Respectfully submitted,

Beth Butler Malcolm Astley

List of Documents

1. The Massachusetts Model System for Educator Evaluation, Jan. 2012 (The complete document, consisting of Parts I-VIII, is located at www.doe.mass.edu/edeval/model/)

2. Code of Massachusetts Regulations relating to #1, above: 603 CMR 35.00 et seq, found at: www.doe.mass.edu/lawsregs/603cmr35.html
3. Appendix D and E of Part VI (Implementation Guide for Superintendent Evaluation) of The Massachusetts Model System for Educator Evaluation, Jan. 2012: www.doe.mass.edu/eval/model/PartVI.pdf
4. Draft minutes: 5/24/12; 1/4/13; 4/19/13; 3/8/13

Minutes approved: May 10, 2013