

Superintendent Evaluation Subcommittee

4/10/24

Minutes

Attendees:

Jeanne Downs, Chair

Erin Mueller

Call To Order

Jeanne Downs called the meeting to order at 8:40 am. She noted the meeting was being recorded. The meeting participants were announced.

Public Comment

There was no public comment.

Discussion of Timeline and Logistics of Acting Superintendent Evaluation Including Feedback, Review of Goals, and Written Evaluation

Jeanne spoke to Glen Coocher at MASC who confirmed we do not need to conduct a full blown evaluation, given David's Interim Acting status. Glen suggested that David conduct a Self Evaluation instead of the DESE evaluation.

The subcommittee will present the recommendation to the school committee to allow for David's self evaluation. The subcommittee will then work with David on the format of the self evaluation. Approve with School Committee that he will conduct his self evaluation.

A tentative timeline of June 5th was discussed for David to present his self assessment at the School Committee meeting, allowing for the Committee to provide global feedback. The committee will document the findings into a concise format presented to School Committee on June 19th to approve to submit into his file.

The school committee will conduct interviews with Admin Council. All feedback will be depersonalized and combined. The subcommittee will provide a packet of what is needed to conduct the interview to provide to each school committee member.

Jeanne and I assigned a draft of the school committee members assigned to speak with and interview corresponding administrators which will be confirmed at the next School Committee meeting.

The idea of sending a survey to the community and all staff was discussed. We agreed that given the 1 year on David's contract, we would like to poll the community and staff prior to our 2025/2026 superintendent search process.

Approval of Minutes

Upon a motion made by Erin Mueller, seconded by Jeanne Downs, the subcommittee voted unanimously (2-0) to approve the March 27,2024 minutes.

Adjournment

Upon a motion made by Erin Mueller, seconded by Jeanne Downs, the School Committee voted unanimously (2-0) to adjourn at 9:37 am.

Respectfully Submitted,

Erin Mueller

Corresponding Documents:

- March 27, 2024 Draft Minutes