

WAYLAND PUBLIC SCHOOLS

SUPERINTENDENT SUBCOMMITTEE MEETING

Wayland School Committee Room

Monday, September 30, 2013 at 9:00 a.m.

Present: Malcolm Astley
Beth Butler

The meeting was convened at 9:25 a.m.

1. Public Comment There was no public comment.

2. Brief reflections on Pilot Use of DESE Guidelines for Superintendent's evaluation for 2012-2013 Beth noted that the process was challenging due to the DESE form's multitude of parts, terminology, and subtlety of differences among some of the ratings. The use of a grid was helpful in requiring consideration of the aspects deemed important to the DESE.

Beth said that a robust discussion of the acceptance or modification of the DESE Model System for the Superintendent's evaluation, or the creation of a singular one for the Wayland Public Schools should be discussed by the Subcommittee, with a recommendation to the full School Committee, but not for the current year. She noted it may be advisable to make the use of the DESE Model System a two-year pilot, thereby continuing for the current school year, and begin the conversation about its usefulness in the late spring of 2014.

Malcolm said that the question of the method and timing of School Committee input into the creation of system-wide goals is a topic for deeper discussion. One model would be for the School Committee to identify areas of concern and goals prior to the Superintendent's setting of goals.

Malcolm noted the importance of leadership, as well as stability and continuity, in goal-setting.

He said that a recurring question is what data and assessment tools should the School Committee use in evaluating the Superintendent and what depth of examination is required. He recommended that we research whether there are any new guidelines, beyond last year's, from the MASC.

Planning the integration of system goals, superintendent goals, and school committee goals

The Subcommittee referred to the cycle of self-reflection, goal-setting, and evaluation contained in Part VI of the DESE Model System for Educator Evaluation (Superintendent). The annual cycle contains five steps:

Step 1: Superintendent's Self-Assessment.

Step 2: Analysis, Goal Setting, and Plan Development.

Step 3: Superintendent Plan Implementation and Collection of Evidence.

Step 4: Mid-Cycle Goals Review.

Step 5: End-of-Cycle and Summative Evaluation Reports

It is planned that a discussion with Dr. Stein about this process will occur

at the next Subcommittee meeting. The results will be presented to the School Committee for discussion.

Brainstorming for SC consideration the assessments to be used in his evaluation Beth noted that part of the assessment was to be based on trends and patterns of growth in at least 2 state and district-wide measures of student learning. Malcolm said the Subcommittee should discuss and make a recommendation to the SC about gathering information from other audiences related to Dr. Stein's performance. This will be discussed with Dr. Stein at the Subcommittee's next meeting


Discuss and prepare draft timeline with agenda topics for FY 14 evaluation This will be discussed with Dr. Stein at the Subcommittee's next meeting, and a proposed timeline for the evaluation process will be prepared and then presented to the School Committee.

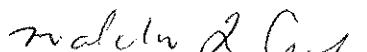
Approve minutes of May 15, 2013 Upon a motion made by Malcolm, seconded by Beth, it was VOTED unanimously (2-0) to approve the minutes of the May 15, 2013 meeting, as written.

Next Meeting The Subcommittee agreed to meet next on Friday, October 4, 2013 at 9 a.m.

Adjourn Upon a motion made by Malcolm, seconded by Beth, it was VOTED unanimously (2-0) to adjourn the meeting, which was thereupon adjourned at 10:55 a.m.

Respectfully submitted


Beth Butler


Malcolm Astley

Documents

1. The Massachusetts Model System for Educator Evaluation:
 - Part III: Guide to Rubrics and Model Rubrics for Superintendent, Administrator and Teacher
 - Part VI: Implementation Guide for Superintendent Evaluation
2. Educator Evaluation – District-Determined Measures Summary Sheet, DESE, updated September 9, 2013
3. Draft Minutes of May 15, 2013 meeting

APPROVED AS AMENDED: October 4, 2013