

WAYLAND PUBLIC SCHOOLS

**Superintendent Evaluation Subcommittee Meeting
Wayland School Committee Room
Wednesday, May 15, 2013 at 3:30 p.m.**

Present: Malcolm Astley
Beth Butler

Also, Dr. Paul Stein for a portion of the meeting

Purpose:

1. Approval Minutes of meetings of 11/14/13 and 5/10/13; following discussion and upon motion of Malcolm, seconded by Beth, it was VOTED, 2-0, to approve both sets of minutes, as amended.
2. Continued Discussion of Implementation of DESE Model Superintendent Evaluation Protocol, including:
 - Review of binder of evidence provided by Superintendent;
 - Discussion of documents reviewed at past meetings from DESE, MASC and Superintendent which will assist SC members in preparing evaluation; discussion of steps to be recommended at May 20 meeting concerning process through end of the school year.
 - Discussion of use of End-of-Cycle Summative Evaluation Report as part of this year's pilot.
3. Adjournment. Upon motion of Malcolm, seconded by Beth, it was VOTED 2-0, to adjourn. The meeting was adjourned at 5:25 p.m.

Respectfully submitted,

Elizabeth Butler
Beth Butler

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malcolm L Astley

approved: September 30, 2013

Documents:

- Draft minutes of 11/14/12; 5/10/13
- Binder created by Dr. Stein: Superintendent's Evaluation Supporting Evidence, Spring, 2013
- Superintendent Evaluation Documents for May 20, 2013 meeting (DRAFT)
- End-of-Cycle Summative Evaluation Report form from DESE, Massachusetts Model Educator Evaluation System, Part VI; www.doe.mass.edu/eval/model/PartVI.pdf