

Meeting of the Superintendent Evaluation Subcommittee
Monday, October 23, 2017
Superintendent Conference Room at Amherst Regional Middle School
170 Chestnut St., Amherst MA

Present:

Emily Marriot (Pelham/Region)

Phoebe Hazzard (Amherst/Region)

Audra Goscenski (Leverett/Region)

Absent:

Stephen Sullivan (Shutesbury/Region)

Ms. Goscenski called the meeting to order at 5:44

1. Review of last years process: keep/change

The subcommittee reviewed process of last year, which involved the Superintendent setting goals and the evaluation subcommittee determining how they fit into the rubric. Ms. Goscenski commented that she thought the tool we developed worked well, and that slimming down the rubric to the areas connected to his goals was effective. It was noted that last year the School Committee had minimal input into the goals, and that we should consider how goals can be developed collaboratively as part of the evolution of the larger picture. Ms. Marriot pointed the group to the DESE and MASC guidelines for goal-setting with the Superintendent. Ms. Goscenski led the group in creating a flowchart for an ideal goal-setting process based on a scenario where the strategic plan has been developed. A discussion of SMART goals followed. The group considered output vs. outcomes, and that we should be able to identify the outcomes we want from the goals. It was commented that outcomes may require multiple years to achieve, but we need to consider outcomes year to year that work towards that larger goal. SC members should all understand what outcomes we are looking for.

2. Consider areas of rubric in relation to potential goals for the current year

(The subcommittee wasn't prepared to discuss this agenda item)

3. Map out process and timeline to recommend to full committee

The subcommittee discussed what an ideal timeline for goal-setting would be. The group questioned if the goals could be developed over the summer by the Superintendent based on the previous year's evaluation, the strategic plan, and other available data, and be brought the the School Committee in early fall. It was discussed that the Superintendent should be

consulted about whether this would be a logical timeline. Ideally, following the presentation of the goals in early fall, the evaluation subcommittee should develop the instrument to be used at in the mid-cycle step of the evaluation process.

The group agreed that Ms. Goscenski would finalize the flow chart and the group would ask to present the proposed process at the next RSC meeting.

The subcommittee discussed goal guidance for the Superintendent and considered what good goal guidance should look like. It was agreed that once a strategic plan is developed, guidance will be a much clearer process. The evaluation from the previous year should lead into goal guidance for the following year. For this year, the group agreed that we would recommend emailing the Superintendent with any specific goal guidance.

Possible action items:

- Run tentative plan by the Superintendent
- Send flowchart document to Ms. Westmoreland to share with the Regional School Committee
- Determine anticipated timeline with Mike
- Determine timeline of steps in process

Ms. Marriot moved to adjourn. Ms. Hazzard seconded. The meeting was adjourned and 6:35 p.m

Respectfully submitted,
Phoebe Hazzard