S C H O O L C O M M I T T E E

(Official Report)

Special Meeting **June 25, 2013**
(Evaluation of the Superintendent of Schools)

Called for 4:30 PM in the Cambridge Community Learning Center/Multi-Service Center Conference Room, 5 Western Ave., Cambridge, for the purpose of conducting an evaluation of the Superintendent of Schools.

Members Present: Mr. Fantini, Mr. Harding, Mr. McGovern, Ms. Nolan, Mr. Osborne, Ms. Turkel, Mayor Davis

Also Present: Nancy Walser, Assistant Editor of the *Harvard Education Letter* and former member of the Cambridge School Committee

Mayor Davis in the Chair.

A quorum of the School Committee being present, the Chair called the meeting to order at 4:43 PM.

Public Comment:

The following individual was heard:

- Elia Nardin, Pleasant Street

On a motion by Mr. McGovern, seconded by Mr. Harding, it was voted to close public comment.

Mr. Fantini framed the procedure of the meeting. He stated that this is the first evaluation of the Superintendent in 2 years, and in many ways this is a transition to the new evaluation that the State will be conducting.

Mr. Fantini returned the meeting to Mayor Davis, who introduced Ms. Walser.

Ms. Walser informed the committee that she has been working with MASC on a research program to help districts understand the new process of evaluating superintendent's. Ms. Walser suggested that members attend the joint MASC/MASS conference in Hyannis in November to assist with the transition. Ms. Walser gave a summary on the following:

- Teachers have a new evaluation system; thought is that the superintendent's evaluation should mirror the teachers'
- School committees must choose a cycle to evaluate the Superintendent; the State leaves the cycle up to individual school committees
- MASC has a field rep for each district to help with the transition
- The cycle is made up of five steps:

    1. Superintendent's self-evaluation
    2. Two goals selected by the Superintendent; (1) student learning goal; (2) professional practice goal (The goals have to be SMART [specific, measurable, attainable, relevant, and timely].)
    3. Evidence collected upon which to base the evaluation
    4. Mid-cycle review meeting

5. End of cycle, or summative evaluation and report

- The Superintendent will be rated on 4 standards:

  1. Unsatisfactory
  2. Needs improvement
  3. Proficient
  4. Exemplary

Ms. Walser answered Members' questions and concerns.

The Chair thanked Ms. Walser for her informative presentation.

Using the agreed upon evaluation sheet, Dr. Young was heard. He emphasized that this is not a self assessment. The Superintendent gave the Committee an update and summary comments on each of the areas of responsibilities.

Using the current form, Members evaluated the Superintendent on the following:

Responsibility Areas:

- Responsibility #1 Progress towards meeting Goals (based on adopted goals)
- Responsibility #2 Educational Leadership
- Responsibility #3 General Management
- Responsibility #4 Budget Management
- Responsibility #5 Personnel Management
- Responsibility #6 Communications and Community Relations
- Responsibility #7 Superintendent's Contract
- Responsibility #8 Relationship with the School Committee

On a motion by Mr. McGovern, seconded by Ms. Turkel, it was voted to adjourn (7:30 PM).

Patricia A. Berry
Executive Secretary to the School Committee