

**#19-106 Joint Motion by Ms. Nolan, Vice Chair Kelly, and Mr. Fantini**, that the School Committee review and approve the draft process for the Superintendent's Evaluation for 2019, per attached document.

**DRAFT**

**2019 EVALUATION OF SUPERINTENDENT**

**CAMBRIDGE SCHOOL COMMITTEE**

**Proposed process/timeline** The proposed steps and timeline below is presented as a draft for discussion and approval by the School Committee.

<b>Step</b>	<b>Process/comment</b>	<b>Dates</b>
Evaluation Instrument	Ad hoc committee on evaluation meets and drafts an instrument for review by School Committee and superintendent, based on prior evaluation tool. School Committee receives draft instrument, input sought for finalization and approval	June 2019
Process	Each member gathers information for the purpose of evaluating the superintendent's performance. Gathers input from all sources they deem relevant.  Supt. completes self-evaluation  School Committee individual members complete evaluation forms which are given to co-chairs of goals and evaluation Task force.  Evaluation forms collated and combined evaluation written.	Ongoing  To SC by July 15  By summer meeting  By mid-August
Public hearing	Massachusetts ruling on conducting evaluations includes a public hearing component .	Summer 2019
School Committee deliberation	Following public hearing, the School Committee convenes in open session followed by executive session for the purposes of conducting the supt. evaluation.	Per above, date TBD -by end of summer or early September 2019