

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Approved minutes of the Special Meeting of the Dudley-Charlton Regional School Committee, Wednesday, August 24, 2016, Shepherd Hill Regional High School, 68 Dudley-Oxford Rd. Dudley, MA, 5:00 PM

In attendance were members of the School Committee:

Mary N. Antocci
Pauline J. Aucoin, Chair
Raymond J. Chalk, Vice Chair, arrived at 5:32
Catherine M. Kabala
Joseph M. Pietrzak
Elaine M. Rabbitt
Stephanie A. Reed

Also in attendance were Gregg J. Desto, Superintendent of Schools; Sandra Sullivan, recording secretary.

Call to Order

The meeting was called to order at 5:10 p.m.

I. Approval of Warrant

The following warrants were distributed and signed by a majority of members without further comment or questions:

Warrant #	Amount
9	\$437,699.01
10	\$537,726.29
11	\$136,299.13
71	\$16,044.74
72	\$-1,176.00
1079D	\$318,373.37
1079P	\$850,237.73
Total	\$2,295,204.27

Mr. Desto asked the chair to allow him to present the request of a family for temporary non-resident enrollment. Mr. Desto explained that the family is closing on a home and moving into Charlton by the end of September. He recommended approval.

A motion by M. Antocci, seconded by S. Reed to approve the request, was approved by unanimous vote.

II. Overview and Purpose of Meeting

The meeting was called as a follow up to the workshop conducted by Dorothy Presser, Field Director for the Massachusetts Association of School Committees. Mr. Desto presented a Power Point based on the material distributed at the meeting.

Mr. Desto explained the purpose of the meeting is to review the Department of Elementary and Secondary Education System for Educator Evaluation and to understand what components of the evaluation are required. The committee will determine what components will be used in the evaluation of the superintendent and will agree on a model document, rating system and time frame.

Mr. Desto said the three essential components are a five-step cycle of self-assessment, goal setting, implementation, mid-year check-in and a year-end formal (summative) evaluation; a two-part tool with goals and standards and indicators of effective professional practice rubric as well as a multi-part rating system.

III. **Massachusetts DESE System for Superintendent Evaluation – Review**

A. *What is required?*

The superintendent must set four goals in three areas: professional practice, district improvement and student learning. The superintendent must be rated on the four standards and given a summary rating

B. *What is optional?*

The committee does not have to use all elements and indicators

Standards can be weighted

Timing can vary

Process for completing the evaluation

C. Discussion of DCRSD Model

Mrs. Kabala said the process should not result in the superintendent spending valuable time compiling an evidence binder.

Mrs. Rabbitt said the tool needs to be modified to allow the committee to better assess the superintendent's progress in those areas that are within his control and are areas in which he would like to grow.

Mrs. Antocci said there are certain areas that Mr. Desto does well personally but this needs to be taken further to reflect results through his staff. There is a great deal to achieve, and therefore, the superintendent's biggest impact is in facilitating through the administrators achieving results through effective delegation.

The Rating System:

The committee will guide Mr. Desto in determining what, if any, elements should be emphasized above the others.

Mrs. Kabala suggested writing goals that incorporate each of the four standards.

The Timeframe:

The committee agreed the evaluation will be on the school year.

Timeline:

Mr. Desto will present his goals to the committee at its meeting of September 28.

There will be a mid-year formative evaluation in January/February.

Mr. Desto will provide periodic progress reports via the Friday Superintendent's Reports.

Mr. Desto will submit a letter to the committee prior to April 1 to notify them of his intent to discuss a new contract.

Final evidence of his progress will be submitted in an agreeable manner in May/June.

An end of year summative evaluation takes place as agreed upon.

Mrs. Rabbitt said this format will help define the factors of a proficient or exemplary rating.

IV. Goal Setting

A. Topics – Discussion

1. Superintendent’s priorities –

Mr. Desto stated his priorities as:

- Mental health, wellness, emotional support for students – district administrative goal.
- Budget
- Strategic Plan – STEAM, Global Studies, class sizes.
- Special Education / Title I review
- Shepherd Hill Facility Planning
- Communications Tools – teacher websites are all different. Unify them so all families know what to do.
- Instructional Rounds / more frequent school classroom visits- systematic cross the district.

2. School Committee priorities

Remove some tasks from Mr. Desto’s slate to free him up to focus on goals and the budget.

B. What will the accomplished goal look like?

Mr. Desto asked the committee how he can help them understand his accomplished goals.

The committee agreed the superintendent will provide an analysis of his accomplishments to show the results – e.g. the educational results of the new social studies curriculum.

Mr. Desto said he would like each school committee member visit the schools with him at least once during the school year to witness special programs in action.

V. Standards

A. Weighting vs. All equal

B. All Elements (42) vs. “Power Elements?”

The committee agreed to continue weighing the standards equally.

VI. Consideration to Adopt Agreed Upon Document / Process

VII. Next Steps

Mr. Desto will provide the committee with a draft of his goals prior to the Sept. 28 meeting.

VIII. Adjourn

A motion by E. Rabbitt, seconded by S. Reed to adjourn the meeting was approved by unanimous vote at 6:30 p.m.

Items used for this meeting include

<i>Agenda for Aug. 24, 2016</i>	<i>Dudley Transportation Update</i>	<i>Superintendent’s Evaluation Sample</i>
<i>Evaluating the Superintendent Power Point</i>	<i>Evaluating the Superintendent Rubric</i>	<i>Opening Day Letter</i>

Respectfully submitted by Sandra Sullivan, recording secretary.