

## Joint School Committee Meeting

July 15, 2013

### Present for the Committees:

Region: Ed Lewis, Brian Kavanaugh, Ed Brookshire, Jon Porteus, Sue Skidmore, Cheryl Codair

Brewster: Marie Enochy, Trish Hill, Brenda Cazeault, Donna Kalinick

Eastham: Ann Crozier, Mary Lou Sette, Joanne Irish, Laura Freeman

Orleans: Ed Rohmer, Eric Ehnstrom, David Abel, Josh Stewart

Wellfleet: Terri Frazier, Jan Plaue, Mort Inger, Betsy Pontius

### Present for the Administration:

Dr. Hoffmann, Keith Gauley, Joanna Hughes, Mary Beth Rodman, Diane Carreiro, Marcia Cameron, Denise Fronius, Tom Conrad, Ed MacDonald

### Call to Order

Chair Plaue called the working meeting to order at 4:03 p.m.

Mike Gradone was introduced as the facilitator of the workshop on the Massachusetts Framework for Educator Evaluations. He reviewed the key components of the new Educator Evaluation Framework that included: a five step Evaluation Cycle (goals), Performance Rubric, Evidence and Artifacts, Summative Performance Ratings and Student Impact Rating. Mr. Gradone reviewed the agenda and indicated the goal of the session was to find ways to become more efficient with this program and ultimately, improve student learning.

He emphasized calibrating the process system-wide, to ensure a team effort, and a positive result. He suggested, “keeping it simple” and choosing 3-4 goals. He stressed the importance of the school committees deciding on 3-4 goals as a district and making the goals centered on student learning. Everyone should be on the same page and it should resonate, “We are all in this together.”

The School Committee is the final authority on the Superintendent’s goals and the Principal is the final authority over the teacher goals. Goals should be aligned – District Goals, School Goals, Team Goals, and Teacher Goals to make a concerted action. The Superintendent should set goals that take more than one year to accomplish.

For evaluating teachers, he suggested using comparable measures. He mentioned using things like lesson plans and exit tickets. He also noted teachers are responsible for student learning and not just grading. He felt the new observation system is a huge improvement in the system. He suggested Principals talk about artifacts that are useful at faculty meetings so that everyone is on the same page.

What is mandatory? Ratings, Cycle, Rubrics and Goals.

What is adaptable? Cycle (formative process, evidence and artifacts), Rubrics (focused priorities), Goals (number and alignment –teams).

Mr. Gradone stated that there is a process that is coming from the Dept. of Education to codify everything and there will be a survey – teacher feedback on Principal, Principal feedback on Superintendent. He suggested observing the Superintendent at School Committee meetings, Town Meetings, Finance Committee Meetings, and Board of Selectmen Meetings. He suggested making this as simple as you can while being faithful to the purpose of the system. He stated aligned improvement is to choose a few areas across the entire district and focus on these priorities. Try to make progress on a few things and make a difference which will add up in real improvement in learning for students. Align your teams, align your grade levels, align your departments and align your school committees. Align your goals and this will have a much better impact on student learning.

Mr. Gradone had the audience split into groups and answer two questions –

- 1) What is the essential value of each?
- 2) How can we maintain the value and simplify the evaluation process?

### Rubrics

- Means to objectify the evaluation process
- Tangible criteria to measure proficient practice
- “Picture” of what you are going to see (evidence/artifacts)
- Keep it simple
- Narrow focus to limited # of elements in the standards
- Know the content – build your own knowledge
- Ask questions to help guide the evidence collection process

### Goals

- Essential Value  
Continuous improvement  
Common direction
- Maintain Value and Simplify the Process  
Common direction  
Lead curriculum person to coordinate efforts with all teachers  
Fewer, focused, meaningful goals  
Limit 3-4 goals tied to rubric and strategies plan

### Administrators

- 6 Common Elements for all
- 3 School Elements to be used as school based goals
- 3 Elements chosen by the teacher or Principal
- Team Goals – all working toward common grade level or subject area goal

### The Cycle

Continuous opportunities for professional growth and reflection – connected to prior years

Maintain and Simplify –

Limit Goals (4) to allow quality assessment

Small subcommittee to handle the formative evaluation of Superintendent, 1 representative or the chair from each committee/Union 54 & Region

Mr. Gradone noted that some things are not always tangible or easily evaluated and that focus should be on student learning. The Superintendent is the leader of a system and should be evaluated based on the results of the system. Look at the big picture in a different way. Know your system and then you will know what the leader should be doing.

### Adjournment

A motion was made by Mort Inger, and it was voted unanimously to adjourn the meeting at 6:10 p.m.

Respectfully submitted,

*Ann M. Tefft*

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