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Policies and Procedures Minutes 02/15/2011

APPROVED Minutes

Arlington School Committee
Policies and Procedures Subcommittee

February 15, 2011

The meeting was called to order by Judson Pierce, Chair, at 6:17 p.m.

In attendance

School Committee Members: Judson Pierce, Leba Heigham, Cindy Starks,

Approval of Minutes

The minutes were read from the February 8, 2011 meeting and approved unanimously on a Motion made by Ms. Starks and seconded by Ms. Heigham.

Public Participation

None.

Revisions to Policy: CBI and CBI-E, Evaluation of Superintendent and Evaluation Instrument

The Subcommittee reviewed the combined draft revisions by Attorney Liz Valerio, School Committee Member Jeff Thielman and Ms. Starks. Ms. Starks added a paragraph that encourages the Superintendent to deliver evidence of her work performance to the School Committee to aid in its evaluation. Ms. Heigham noted that the revisions comply with the open meeting law and are responsive to challenges that previous School Committees have faced with the policy and evaluation tool. The Subcommittee agreed with the evaluation occurring just before the annual Town Election as this prevents newly elected members from having to evaluate the Superintendent without sufficient time to build up information.

There was a discussion about the tool and whether to add as a topic "completion of annual objectives" when the school year would only be about 60% complete at the time of the evaluation. It was the consensus of the Subcommittee to add to the Tool, as a suggestion by Ms. Heigham, language that would have the Superintendent evaluated on articulating, implementing and collecting data on progress towards meeting a realistic set of clear and measurable annual objectives.

Motion to Recommend Revised CBI and CBI-E to the full School Committee was made by Ms. Heigham, seconded by Ms. Starks and passed unanimously.

Motion to adjourn was made by Ms. Heigham at 7:30pm, seconded by Ms. Starks and was passed unanimously.

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