

**New Milford Board of Education  
Policy Sub-Committee Minutes  
May 16, 2017  
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson  
Mrs. Wendy Faulenbach  
Mrs. Tammy McInerney  
Mr. Bill Dahl, alternate

Absent: Mr. Dave Littlefield

Also Present: Mr. Joshua Smith, Superintendent  
Ms. Alisha DiCorpo, Assistant Superintendent

RECEIVED  
TOWN CLERK  
2017 MAY 18 P 12:56

NEW MILFORD, CT

1.	<p><b>Call to Order</b></p> <p>The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:48 p.m. by Mr. Schemm. Mr. Dahl was seated in the absence of Mr. Littlefield.</p>	<p><b>Call to Order</b></p>
2.	<p><b>Public Comment</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>	<p><b>Public Comment</b></p>
3.	<p><b>Item of Information</b></p> <p><b>A. Regulation for Discussion:</b></p> <p><b>1. 2400 Superintendent Evaluation Process</b></p> <ul style="list-style-type: none"> <li>• Mr. Schemm said he was happy to see this regulation on the agenda for discussion and thanked the Ad-Hoc Committee members Bob Coppola, Bill Dahl and Tammy McInerney for their work in developing the draft. He said the regulation is for discussion only as regulations do not require Board approval.</li> <li>• Mrs. Faulenbach asked if the committee could amend and make changes if it wished since mutual agreement is beneficial to all involved.</li> <li>• Mr. Smith said this regulation presents an interesting dynamic since it is the form the Board will use for the superintendent's evaluation but it is the superintendent making</li> </ul>	<p><b>Item of Information</b></p> <p><b>A. Regulation for Discussion:</b></p> <p><b>1. 2400 Superintendent Evaluation Process</b></p>

the proposal. He said he welcomed thoughts from all since they will be living by the document going forward. He also said the document could continue to evolve with use as long as they made the edits after a complete cycle.

- Mr. Smith said he worked in conjunction with the Ad-Hoc Committee to address concerns with the previous tool. They looked at many examples. The draft for discussion uses a four point scale, which by its nature, will likely make for a lower rating. It is much more granular than the old model, with indicators broken out into smaller sub-indicators.
- Mrs. McNerney said she likes that the broad categories are separated into smaller indicators as she thinks it will help with the rating.
- Mrs. Faulenbach asked for some history of the process. Mr. Smith said the Ad-Hoc Committee met three times. They reviewed documents from CAFE, CAPSS, and LEAD CT, ultimately combining pieces from several to create the template and companion document under discussion. LEAD CT is an academic group which looks at best practices so their recommendations set a very high bar.
- Mrs. Faulenbach said the language in this evaluation tool is very different from previous and ties the superintendent evaluation very closely to Board goals. She said she thought having the two work in concert was very important but asked what happens if Board goals change mid-stream for some reason, such as budget for example.
- Mr. Dahl said the committee added a mid-year review piece to take that into account and allow for adjustments if needed.
- Mr. Smith said the goals also should be of a broad nature to allow some flexibility in how they are accomplished.
- Mrs. Faulenbach asked for a definition of "others as needed" from page one of the regulation. Mr. Smith said the Board would need information to set goals so he envisioned

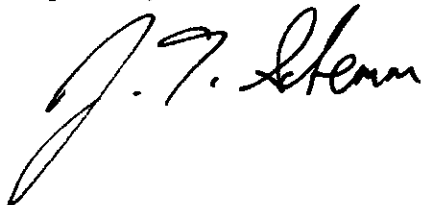
an information session at the annual retreat in July where district personnel would provide data on where the district is at present. This might include central office staff, principals, etc. This could also be done throughout the year in Board workshops. Mrs. Faulenbach said she appreciates that as it is important to receive the information first hand.

- Mrs. Faulenbach asked if the building improvement plans referenced relate to the physical structure of the buildings. Mr. Smith said no it relates to instructional school improvement plans. He said he would change the word to school for clarity.
- Mrs. Faulenbach said she liked the flexibility of the dual months referenced and noted the January/February mid-year review was during budget season.
- Mr. Dahl said the Ad-Hoc Committee did discuss this and envisioned the review happening at the beginning of January, prior to the budget hearings.
- Mrs. McInerney said the Ad-Hoc Committee thought it was important to provide an opportunity for new Board members to meet and see goals not long after joining the Board. It also gives the members a chance to meet as a group.
- Mr. Schemm said he was pleased to see the parallels here with common core teaching and leading evaluations.
- Mrs. Faulenbach asked for clarification regarding the superintendent performance standards and Mr. Smith said they would make up his self-reflection and they tie in with the companion document.
- Mrs. Faulenbach asked if Mr. Smith was comfortable with the rubric. Mr. Smith said it is the same structure basically that we use for teachers, with exemplary something to strive for but not always easy to achieve. Most rating will probably be focused around accomplished and emergent levels. As long as there is a mutual understanding, it should lead to growth

	<p>for all.</p> <ul style="list-style-type: none"><li>• Mrs. Faulenbach said she really likes the emergent category and thinks it will raise the bar quite a bit higher across the board. She also liked the addition of the “not sure” rating since sometimes a Board member will not have first hand knowledge of a particular area.</li><li>• Mr. Dahl said the new format puts responsibility on Board members too to do their due diligence. He likes the addition of the comment section for each area.</li><li>• Mrs. McInerney said she thinks the companion document will be very helpful in promoting consistent evaluation by individual members so that they can critique fairly.</li><li>• Mr. Schemm said it will allow the Board to calibrate as a group.</li><li>• Mrs. Faulenbach said the process will require an engaged Board with set goals working in concert with the superintendent.</li><li>• Mr. Smith said it will be important to have agreement on meaning to get started. The Board will have to determine what goals they see as important and what is important to the community.</li><li>• Mr. Schemm said it does set a high bar but that is what will move the district forward. He said one of his favorite quotes from a superintendent is “celebrate glorious failures and punish mediocre success”. It is in the risk that you find growth.</li><li>• Mrs. McInerney said this process builds transparency as well.</li><li>• Mrs. Faulenbach thanked the Ad-Hoc Committee and said she thought this evaluation tool was much better. She looks forward to further review at the full Board level.</li><li>• The consensus was to bring the draft to the full Board meeting in June as an item of information for discussion and suggestions. If changes are recommended, it will go back to the Ad-Hoc Committee, if needed, to be finalized.</li></ul>	
--	---	--

4.	<b>Public Comment</b> <ul style="list-style-type: none"><li>• There was none.</li></ul>	<b>Public Comment</b>
5.	<b>Adjourn</b> <p>Mrs. McNerney moved to adjourn the meeting at 7:31 p.m. seconded by Mrs. Faulenbach and passed unanimously.</p>	<b>Adjourn</b> <p><b>Motion made and passed unanimously to adjourn the meeting at 7:31 p.m.</b></p>

Respectfully submitted:



J.T. Schemm, Chairperson  
Policy Sub-Committee