

OWOSSO PUBLIC SCHOOLS
Board of Education Workshop Minutes
October 10, 2016

Report 16-25

President Jenc called the Board of Education Workshop to order at 5:04 pm. The meeting was held at the D'Mar Banquet & Conference Center, 1488 N. M-52, Owosso, Michigan.

Present: Sara Keyes, Rick Mowen, Shelly Ochodnicky, Janice Opanasenko-Lubkin, Cheryl Paez,
Marlene Webster, Superintendent Andrea Tuttle, Tom White, Bev White
Absent: None

Mr. Tom White, Consultant with the Michigan Association of School Boards (MASB) facilitated the workshop. The objective of the workshop was to provide training for the Superintendent and Board members on the Michigan Association of School Board Superintendent Evaluation Tool. The Revised School Code requires School Boards to evaluate their Superintendent's job performance annually as part of a comprehensive performance evaluation system that takes into account student growth data and requires certain additional factors. The MASB Superintendent Evaluation instrument provides this based on the requirements of the Revised School Code. The Revised School Code requires Board of Education members and the Superintendent to receive training on the evaluation instrument to be used for the superintendent beginning in 2016-2017.

Introductions

Members of the Board were asked by Mr. White to introduce themselves.

Public Participation

There was no public participation.

Evaluation Training

Mr. White provided the Board and Dr. Tuttle with the Michigan Association of School Boards (MASB) Superintendent Rubric and the MASB Superintendent Evaluation Training Instrument.

Mr. White reviewed the evaluation rubric instrument in its entirety and reported items in red are required by law. Samples of artifacts that the Superintendent may use as evidence of performance in each domain is listed at the bottom of each domain. Dr. Tuttle reported she currently submits evidence in her Friday Letter, which is a weekly communication from the Superintendent to Board members every Friday. Examples that may serve as evidence of performance that the District currently has in place was discussed.

Student growth was discussed. Multiple measures of student growth at a weight of 25% are to be taken into account. This is an aggregate student growth of the entire district. This only includes students who are there for a full year, all others are pulled out. Dr. Tuttle reported, the District is attempting to get a years' worth of growth from our students. Marlene Webster stated, not all students can grow a full year, how do you factor that in. Mr. White responded, you do not, you average it all out. We are looking for compliance.

Dr. Tuttle reported the Thoughtful Classroom Evaluation Tool is being used for Teachers. Information on the teacher evaluation instrument will be included in the Friday letter.

The Superintendent will be evaluated annually in December. A Superintendent receiving a highly effective rating on three consecutive annual evaluations, the Board may choose to conduct an evaluation biennially instead of annually.

Each Board member will complete an individual evaluation and the Board shall come to a consensus as a Board for a final rating under the direction of the Board President. This can be done in closed session, but the final

rating must be reported in an open meeting to comply with the Open Meetings Act. A checklist is available for open meeting. The Superintendent's final evaluation will be posted online.

Mr. White reported separate goals may be established, but is not necessary. District wide goals are weighted 10%.

As part of the evaluation training Mr. White discussed the planning cycle, establishing the timeline with quarterly evaluation dates with the final evaluation in December. Additional items of training were performance goals, artifacts to be used to evidence superintendent performance, the process for compiling the year-end evaluation; the process and individuals responsible for conducting the evaluation conference with the Superintendent and the legal requirements. Mr. White concluded his training with a final analysis and providing his contact information to Board members for future questions and support.

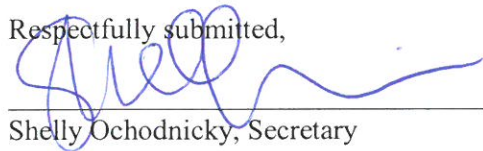
Dr. Tuttle distributed her SMART Goals to the Board. The SMART Goals will be part of the Superintendent evaluation. Two of the goals Dr. Tuttle discussed were the Owosso Gotcha goal and the Strive for 5 attendance goal.

Adjournment

Moved by Ochodnicky, supported by Keyes to adjourn at 7:39 pm. Motion carried unanimously

Minutes recorded by Bev White.

Respectfully submitted,



Shelly Ochodnicky, Secretary