

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING
MINUTES
TUESDAY, March 22, 2022**

Present

Mary Warzynski, Chair; Heather Cowap; Harold Engstrom

Also Present

Danielle Weisse, Teachers' Association Co-President; Brendan Wimberly

Call to Order

The meeting was called to order at 6:32pm

Mary welcomed the teachers joining us for this meeting

II. Discuss teacher evaluation options with teacher representatives as well as timeline for obtaining teacher feedback

Dani and Brendan started us off with their suggestions for faculty feedback for Bella's evaluation. Brendan serves on the Superintendent faculty committee which serves as a filter for the other admin evaluations. Welcomed Dani to update us on the past use of teachers

Dani varied role – most year a survey given at the end of the year with concerns for email collection or not from the survey – feedback therefor skewed because many did not answer due to these concerns. Generally faculty did not have a big role in this evaluations. They did have a bigger role for the previous superintendent. Facilitated small focus groups or one on one meetings for providing school committee feedback on the superintendent (staff/faculty – separate or together? Can't remember – no parents or students involved in this)

Please no survey in May – because teachers are just too overwhelmed with end of schools

Faculty Council – serves as a liaison between teachers and admin, all things non contract related – involved in the admin evaluations right now – Dani reached out to them about the superintendent's evaluation – which part of the previous practices do they want to handle –

Right now they are doing the interviews and surveys of faculty regarding the admin- originally teachers did not make the surveys – the past years of surveys were done by Patty M – and she had a tool that she liked and used for this process – The Fac surveys are short and focused on some key elements to get the most information in the least amount of time (Patty's was longer and more elaborate survey) so perhaps we need to consider that in light of the information we need to get for the evaluation

Mary reached out to Patty who is looking for the survey that she used for the superintendent evaluation

Focus groups teachers preference?

Brendan department groups vs solo vs mixed subj area groups

Department groups might be stronger for honest feedback because they are with those they are most comfortable with each other –

Dani agrees with this – most departments have remained close due to masking and isolation concerns so cross curriculum gatherings have been infrequent

Maybe some people would be willing to meet with School Committee but probably not many of them. Maybe 1-2 days at lunch time for these to account for this. Fac Council teacher interviews were also limited numbers of people who were willing to join them –

Sample of the admin survey that the Fac Council has been using might be helpful, Brendan will send it on to us for review and adaptation – most teachers might not do a longer survey due to time/etc

Janine Taylor-Ceesay a parent asked about the purpose of this meeting is – invited to listen in (360 evaluation of corporate executives) so hoping all voices will have an opportunity to share and provide feedback (student, parent, faculty, staff, school committee)

Mary reviewed what had been shared as summing up a brief survey, and an opportunity to provide in person feedback

Brendan agreed that this allows for people to choose to give feedback in the way they prefer and therefore most honestly.

Heather wonders if the DESE Sup survey is the one Patty used since it's been out for about 5-6 years.

Mary confirmed the best time for doing this – Dani confirmed that probably **right after April vacation** would be best Brendan suggested that it be a very focused week and not more than for teachers to provide feedback and schedule those luncheon focused groups – book and advertise for all of this so that people are prepared for it and then to reblitz just before that – Brendan suggesting do the focus groups on the Wed/Thurs (4/27 & 28) of that week

Dani/Mark scheduling for the school committee visit – lunch with the department on that date – but that is going to be scheduled after this

Question re Student feedback regarding Superintendent Dorothy Presser at MASC agreed that Student feedback –

School committee evaluates the superintendent not the principal –

Associate Principal role evaluation focuses on those duties – so layout etc useful but the questions might not be useful for the Superintendent evaluation – to allow for consistency in appearance layout etc.

III. Discuss and Continue to revise the parent survey

Mary spoke with Dorothy about the parent survey and the feedback is that survey and evidence should be sent out and gathered by Bella, regarding reaching out to students for feedback not relevant for this cycle but might be useful for a future cycle when we are focused on the student goals – don't get this data from teacher surveys for aggregate data either – parent "does your student" questions not appropriate at this time either – inaccurate information from the parents and the high school students should be speaking for themselves –

Harold clarified about the direct survey to the students for future cycles – personality versus the role in terms of the survey and asking for Bella's permission for these surveys –

Surveys that gather truly objective data – of the superintendent –

Defined terms, clarity of language etc concerns in ensuring that the questions themselves don't create bias in terms of the answer. This is the concern –

DESE language for the faculty, questions that we ask aligned with those DESE language – so that this is repeatable and valuable for any superintendent survey

Harold asked for Mary's end conclusion of her conversation with Dorothy – Mary said it doesn't really impact what we already have for the parent survey – so the work we came up with two weeks ago remains valid and useable –

Shared Vision:

5 questions

Communication:

12 questions

Fiscal Systems:

2 questions

General questions:

~~Verbage from the rubric~~

Mary then updated Harold on the scheduling for faculty feedback for the week after April vacation –

Focus groups – use the survey for the focus questions – have two SC at each focus group – one to lead and one to listen

Ask Brendan for the lunch schedule so we have an idea of what to expect regarding those two days.

Parent survey to be sent to Bella for review and feedback and then bring it to the full school committee for approval – then request Bella send this out to parents.

IV. Approval of Minutes

Heather moved to approve the Minutes for. Mary seconded the motion. There was no discussion. All were in favor.

V. Schedule date and time of next subcommittee meeting
Tuesday April 5th at 7:00pm

Future Agenda Items

Confirm parent survey with Bella and prepare to have her send it out
Review and determine final faculty survey questions based on DESE surveys (length of survey to reflect length of current faculty surveys used by the Faculty Council)
Schedule for lunch with department groups focus meetings on Wed, April 27th and Thurs April 28th

Adjourn

Mary moved to adjourn the meeting. Harold seconded the motion. All were in favor via roll call vote. The meeting was adjourned at

Respectfully submitted,
Heather Cowap