

October 29, 2019

## DRAFT

Richmond Consolidated School

Attendees: Ann Hutchinson (BHRSD), Dewey Wyatt (SMSU), Alex Kastrinaskis (SMSU), Dr Peter Dillion (Superintendent), Steve Bannon (BHRSD), Adline Ellis (SMSU). Resident Rachel Kanz. Absent: Brenda Frye (SMSU), Sean Stevens (BHRSD), Andy Potter (BHRSD). Notes by DW.

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Call to order: 6:03pm

The group reviewed the Superintendent Evaluation Report (template from the Dept of Elementary and Secondary Education, DESE). This was nicely compiled by Doreen Twiss with input mostly via the Survey Monkey form she set up (note, there is a different/updated form coming for the evaluation next year).

In a few spots, the marking is placed in between rating boxes. This was done when there was an even number of inputs to either side of the marking.

There was some discussion about managing and clarifying the expectation for class room visits and observations, as noted in the goals on page 4.

Doreen received input from all three Richmond committee members, however, the Richmond rating input was an aggregate rather than all three (so there was equal input among all sub-committee representatives). All comments were included, as required by open meeting and public records laws.

### Amendments:

Page 4 confirmed rating of Met, Exceeded, Exceeded, Met, in that order.

Per AK, remove notes "AK-I have no idea" from pages 5 and 8.

Update Evaluator line with: BHRSD/SMSU Superintendent's Evaluation & Advisory Sub-Committee, D Wyatt chair

Add a key to clarify initials associated with comments (or replace with first initial and last name).

Motion to accept: AK, Seconded: AH, all in favor

DW was to compose an executive summary (as follows):

It was a very busy year for the Superintendent to support a wide range of needs for the various schools.

Beyond supporting the normal day to day needs, significant time was spent resolving personnel issues, providing support to key major projects, and overseeing hiring of new Principals. Through all this Dr Dillion has generally responded well to the needs. The committee provided an overall rating of Exemplary, with several areas marked as Proficient.

Continuing to look at local needs and how to improve the output of the Shared Service model is needed. The geographic area Dr Dillion tends to under the Shared Service continues to be a factor to consider.

All in all, we are fortunate to be working with Dr Dillon. His integrity and focus on the educational needs of the student we serve is appreciated.

The group reviewed Dillon's goals for 2019-20. A revision will be issued with the 3<sup>rd</sup> item relating to District Improvement clarifying his role will be to facilitate progress on the path(s) as set by the School Committees.

Adjournment at 6:45pm, Motion: AK, Seconded: AH, all in favor