

Rochester Board of Education
Board Governance Committee
September 19, 2013
Minutes

Attendance:

Chairwoman Campos, Commissioners Cruz and Commissioner Powell, Chief of Staff Patricia Malgieri, and Board Staff Shanai Lee.

Commissioner Campos convened the meeting at 7:25 p.m.

Agenda Item I: Acceptance of Minutes

Motion to accept the minutes of the June 2013 Governance Committee meeting was made by Commissioner Campos, seconded by Commissioner Cruz. Adopted 2-0 with Commissioner Powell absent.

Commissioner Powell arrived at 7:28 p.m.

Agenda Item II: Superintendent Evaluation: Quarterly Superintendent Evaluations

The Committee discussed the superintendent evaluation process. Commissioner Campos suggested that the full Board be presented with the proposed evaluation tool to assess the superintendent's performance over the 2012-13 year at the September Business for consideration and acceptance at the October 2013 Business Meeting. The Committee agreed and proposed that the following timeline for the completion of the (annual) 2012-2013 evaluation tool be suggested to the full Board:

- September 2013 Business Meeting: Presentation of the 2012-13 Evaluation Tool to the Board
- October 2013 Business Meeting: Approval of the 2012-13 Evaluation Tool by the Board
- January 9, 2014: Board completes and submits the 2012-13 Evaluation Tool for compilation by the Board Clerk
- January 30, 2014 Special Meeting: Board meets to discuss compiled 2012-13 Evaluation Tool
- February 6, 2014 Special Meeting: Board meets to present Superintendent with completed 2012-13 Evaluation Tool

The Committee also agreed that the full Board will hold Special Meetings, between November 12th and February 25th to informally discuss with the Superintendent his performance and Board expectations.

ACTION: Commissioner Campos requested that Ms. Lee distribute the proposed tool to be used in the evaluation of the superintendent for performance throughout the 2012-13 fiscal year to the full Board for review and consideration at the October Business Meeting.

Agenda Item III: Debriefing of the Last Retreat

The Committee spoke about the effectiveness of past retreats and suggested that a survey be used to gauge staff perspectives and solicit feedback on suggested agenda items, benefits (usefulness) of the retreats, retreat logistics including scheduled time (i.e. evenings or Saturdays), facilitation (i.e. internal or external facilitators), locations (Asbury retreat location), and any other comments to enhance the effectiveness of regularly scheduled retreats with the Board and the Superintendent's Administrative Cabinet.

The Committee also suggested that the Board explore the use of developed assessment tools, such as the DISC (Dominance, Influence, Steadiness, and Conscientiousness) personal assessment tool, for the purpose of identifying leadership styles and strengthening professional relationships amongst members of the District's Leadership Team.

ACTION: Commissioner Campos requested that a survey referencing the above-mentioned points be sent to members of the District's Leadership Team; Board and Administrative Cabinet before next week for discussion at the October Committee meeting.

The next meeting of the Committee is scheduled for Thursday, October 17th following the Finance Committee and Policy Committee meetings.

Commissioner Campos adjourned the meeting at 7:52 p.m.