

DANSVILLE SCHOOLS
Board of Education Superintendent Evaluation Committee
Meeting Minutes
December 8, 2009

A meeting of the Dansville Schools Board of Education Superintendent Evaluation Committee was called to order at 5:40 p.m.

Members Present: Carolyn Jones, Charlie O'Rourke, and Mike Kapp
Others Present: Ronald Stoneman, Superintendent.

The meeting was convened to discuss the process for Superintendent Evaluation and to develop a recommendation on this matter to the full Board of Education.

The committee agreed to the following actions:

1. **2008 Evaluation Form** – This committee will recommend to the Board of Education at the December 15, 2008, meeting to use a modified version of last year's evaluation form for Superintendent Stoneman's evaluation for the period from January 2008 to December 2008. We will further recommend that this form be adopted by the Board and passed out to board members at the January 19, 2009, board meeting. Subject to Board approval, completed forms would be due to the President by the end of January 2009 and a meeting of the Board will be scheduled in early February to discuss, finalize, and present a summary evaluation to Superintendent Stoneman. The meeting will be held in closed session at the option of the Superintendent, except that the Board will adopt the Summary Evaluation by vote in open session.

The evaluation form was modified to include a space for comments after every section so board members can offer comments regarding specific areas of performance. The overall comments section on the last page was retained.

2. **2009 Goals and Evaluation Tool** – This committee will meet on January 5, 2009, to discuss and adopt goals and an evaluation tool for the Superintendent for the period of January to December 2009. Superintendent Stoneman will present draft goals to this committee at that meeting. This committee's intention is to provide a recommendation for first reading at the January 19, 2009, board meeting.
3. **Post 2009 Goal-setting and Evaluation Process** -- This committee will convene at a time to be determined to develop a recommendation to the Board regarding future annual goal-setting and superintendent evaluation processes.

Future processes must be coordinated with development and adoption of the district's Strategic Plan. A regular timeline must be developed and incorporated into the Board's calendar and current policies.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,



Mike Kapp, Board President