

RIVER RIDGE SCHOOL DISTRICT
STAFF AND EMPLOYEE RELATIONS COMMITTEE MEETING
June 21, 2016

The Staff and Employee Relations Committee met on Tuesday, June 21, 2016 in the Superintendent's Office/ Board Room in Patch Grove, located at 11165 County Hwy P., P.O. Box 78. The following business was conducted:

Call to Order -Committee Chair Jason Cathman called the meeting to order at 4:31 p.m.

Roll Call -Committee members Jason Cathman, Ken Nies, and Kerri Schier were in attendance along with Superintendent/Elementary Principal Dr. Jeff Athey.

Proof of Meeting Notice -Jason Cathman reported that notice of this meeting was properly posted at 12:00 p.m. on June16, 2016. A motion was made by Kerri Schier to accept that the meeting had been properly posted. Ken Nies seconded. The motion carried on a voice vote.

Public Appearances - No one was signed up to speak to the committee under "Appearances."

New Business -The single agenda item listed for this meeting was "Superintendent/Elementary Principal Evaluation. The committee spent time discussing what instrument to use, process for completion, and timelines for getting it done.

Instrument - Dr. Athey spoke about an instrument that was sent to the committee members with the agenda mailing. It is one that is modeled after the ones used in the Educator Effectiveness program that is similar to teachers, specialists, and principals. The instrument contains 7 performance standards. Under each standard, there are various indicators listed that serve as examples of the kinds of things the administrator does to demonstrate evidence of effectiveness. It is an objective instrument based upon data. Board members would check a rating (e.g., - Distinguished, Effective, Developing/Needs Improvement, or Unacceptable) in rating the administrator. They would also have the opportunity to add narrative comments to support the rating. In the information that the committee received, there were examples of what Dr. Athey has done this year to provide evidence of effectiveness under each of the 7 performance standards.

Jason Cathman brought with him to the meeting examples of other instruments that are being used in other districts that he believes would work and serve the district's needs from what he had researched online.

Kerri Schier produced a copy of the instrument that had been used by the River Ridge school board in the past. Although it isn't like the instruments used for teachers, specialists, and administrators under Educator Effectiveness, it has served the district in the past.

Ken Nies said it would be helpful to this committee if they could each get a copy of all these instruments to review before the next meeting and maybe create a “hybrid” instrument that captures the best qualities of all of them.

Process - Ken Nies remarked that he wants to be sure that the school board takes its time and does a good job in completing the Superintendent/Elementary Principal’s evaluation. He said with the things that the board has on its plate right now (e.g., getting a long range plan in place, determining which facility option is the best to pursue, etc.) that the board may not be able to complete the evaluation until August/September. Dr. Athey said that he would be fine with that. Ken said that the full board should be engaged in the process and that from a collective effort be able to come up with one summative evaluation that could later be given to Dr. Athey that is fair and objective. He envisioned the board sitting down together sharing their individual ratings/comments first in coming up with a collective summative evaluation for Dr. Athey. After that is completed, they would have the opportunity to meet with the Superintendent/Elementary Principal in closed session to discuss it. As far as adjustments to the contract (e.g., salary, benefits, etc.), those could be adjusted when the time comes.

Timeline - Jason Cathman said that the board will want to start this process much sooner in 2016-17 so that the evaluation is written/conference held with the Superintendent/Elementary Principal by late winter/early spring.

Member Suggestions for Future Items - The committee would like to have an evaluation instrument for evaluating the Superintendent/Elementary Principal determined and be able to present to the board at its July 21st meeting with instructions for next steps.

The committee also said that they would like to build-in time at a future board meeting to include an in-service on “Boardsmanship.”

The committee decided that they would like to meet again on Monday, July 11, 2016 at 4:30 p.m. in the Superintendent’s Office/Board Room for the purpose on deciding on an evaluation instrument for the Superintendent/Elementary Principal.

Adjournment – Ken Nies moved to adjourn. Kerri Schier seconded. The meeting was adjourned at 5:37 p.m.