

Manitowoc Public School District
Manitowoc, Wisconsin

Board of Education Personnel Committee Meeting Minutes
June 2, 2014

The Manitowoc Public School District Personnel Committee met on Monday, June 2, 2014 at 4:00 p.m. Committee members Dave Nickels, Dave Longmeyer, Keith Shaw and Barb Herrmann were all present. Superintendent Marcia Flaherty, Human Resources Director Andrea Holschbach and Director of Elementary and Secondary Education Debby Shimanek were present for Administration.

The meeting started at 4:02 p.m.

1. Elementary Principals Change to 12-Month Assignments

The first topic was the proposal to Change Elementary Principals to 12-month, rather than 10-month. Marcia explained the following:

MPSD is extremely lean administratively.

of administrators in 1992: 35

of administrators in 2014: 22

When our district began to address budget shortfalls, the process began with downsizing the administrators.

- Used to have 14 administrative departments heads
- Each content area had their own administrator Art, separate from Music, preschool had a full-time dept. head
- There was a dept. head specifically in charge of guidance and counseling
- Eventually all administrative department positions eroded away, with the responsibilities being folded into the job responsibilities of the remaining admin. positions

Already have increased 3 of the 7 elementary principals to 12-month status: 4K collaborative, ELL, and summer school

Fast Forward to AGENDA 2017:

Accountability Bar has been raised.

Student achievement

Graduation rate

Test preparedness

New standards in Literacy, Math, Science

Important to use data to improve instruction and student achievement

Professional development

The committee then discussed what happens during the non-rating year for both teachers and principals. We discussed that everyone will be developing two SLO's (Student Learning Objectives for teachers or School Learning Objectives for principals). There will be a minimum of a meeting at the beginning of the year establishing the goals, a mid-year review and an end of the year review of goals.

Included in the handout were also a few forms that are being utilized as part of the administrator evaluation process. We have spent so much time explaining the teacher process and forms that we felt we had not done enough education around the Administrator evaluation. We talked about each of the forms and their purpose.

3. Administrator Evaluation Frequency

The committee said they felt much more comfortable after hearing more about the administrator evaluation process as well as what occurs during the non-rating years. The committee did not feel it was necessary to change from the current evaluation frequency as stated in the Administrator Handbook of first two years for a new administrator and then every three years.

There was a motion by Dave Longmeyer and seconded by Barb Herrmann to adjourn the meeting at 12:54 p.m.