

**LEBANON BOARD OF EDUCATION
SUPERINTENDENT EVALUATION SUBCOMMITTEE
SPECIAL MEETING – 6:15 P.M.
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
July 14, 2015**

MINUTES

ATTENDANCE:

PRESENT: Sandra Tremblay, Chairmen
Albert Vertefeuille, ex officio
Jim Mello (for S. Nelson)
Lori Jahoda

I. CALL TO ORDER

The subcommittee was called to order by S. Tremblay at 6:20 p.m.

II. Review and discuss Superintendent Evaluation documents

S. Tremblay noted that the job description and the evaluation time line have been updated. It was asked if we should continue with these documents or are there any changes.

Superintendent Angeli noted that the job description should outline areas of responsibility clearly.

S. Tremblay noted that the draft of these documents would have to go to the Policy Subcommittee. Following discussion it was decided that any changes could be brought to the full Board for approval. The Superintendent would have to come up with objectives and areas of emphasis. It was noted the time line for salary is different in the draft document. It was discussed and decided that there should be a mid-year evaluation and then the salary portion could be ready for budget process.

The levels of categories were suggested to be changed to comply with other levels in the district. They should be uniform. What are the principal categories and what do descriptors mean was discussed.

Superintendent Angeli and Lori Jahoda will bring more information to next meeting. Updates will be forwarded to members. The changes in wording will be e-mailed to members. Need to change September on draft documents.

Meeting adjourned at 6:47 p.m.

Respectfully submitted,

Kathleen E. Chapman
Board Clerk