

Gardner Public Schools  
70 Waterford Street, Gardner, MA 01440

Superintendent's Evaluation Subcommittee Meeting  
Tuesday, March 28 at 10am  
Superintendent's Conference Room

### Minutes

Members Present: Jennifer Pelavin, Chair, Anne Hurst, Shannon Ward-Leighton

Members Absent: none

Others Present: Dr. Mark Pellegrino (Superintendent)

The meeting was called to Order at 10am by Mrs. Pelavin, the Chair.

The Evaluation process was discussed with Dr. Pellegrino regarding his current goals and evidence he would provide the full School Committee in order to complete his evaluation. Dr. Pellegrino said he had a presentation for the subcommittee that references each of his goals and the evidence he had compiled to show his and the district's progress towards the goals. Dr. Pellegrino noted that his goals are based on what he continues to do in moving the district forward and that the evidence he has does not stand alone for just the evaluation. Dr. Pellegrino explained that the system of developing his goals is incorporated into the district goals. He noted that the evidence is the data that is collected and analyzed for regular use at the administrative levels. The goals are not a stand alone document that is only accessed through the evaluation process but as part of how the district is run day to day.

Dr. Pellegrino showed the subcommittee the presentation with the compiled information he, along with others who worked with him towards the goals, put together for the committee to review. Each goal had several references to documents for review with data that was presented in several ways including graphs and charts. After going through the presentation, the committee discussed what was presented, asked some questions of Dr. Pellegrino about specific criteria and then decided the information provided covered what was needed to complete the evaluation. The Chair recommended that Dr. Pellegrino distribute the information to the full committee at the beginning of May so that the evaluations could be completed for a presentation at the June School Committee Meeting. Both Ms. Ward-Leighton and Mrs. Hurst agreed that timeline was sufficient.

Motion was made by Mrs. Hurst and seconded by Mrs. Ward-Leighton to adjourn at 11:20am.