

**JOINT SCHOOL COMMITTEE MEETING  
OLD ROCHESTER REGIONAL DISTRICT SCHOOL COMMITTEE  
MASSACHUSETTS SCHOOL SUPERINTENDENCY UNION #55  
Superintendent's Goals Subcommittee  
April 4, 2024 – 4:30 p.m.  
MEETING HELD IN HYBRID FORMAT  
Superintendent's Conference Room  
135 Marion Road  
Mattapoisett, MA 02739**

**School Committee Members Present:** Nichole Daniel (in-person), Marion School Committee; Anne Fernandes (remote), Rochester School Committee; Sharon Hartley (in-person), Rochester School Committee; Carly Lavin (remote), Mattapoisett School Committee; Matthew Monteiro (in-person), ORR School Committee; Michelle Smith (in-person), Marion/ORR School Committee

**School Committee Members Absent:** None

**Other Staff Members Present:** Michael S. Nelson (in-person), Superintendent of Schools; Melissa Wilcox (in-person), Executive Assistant to the Superintendent.

Meeting was called to order at 4:40 p.m. by Michelle Smith.

Superintendent Nelson stated the purpose of the meeting is to discuss the end-of-cycle summative evaluation process for the Superintendent. He reviewed highlights from the mid-cycle presentation shared in September 2023 with the Joint School Committee. Next, he shared the Superintendent's Evaluation Form from DESE which was edited to include his goals into the form to ensure understanding of needed action steps within the form. Next, he reviewed the timeline, which was proposed upon goal setting. By the end of this month at the latest, materials and evaluation forms will be shared with all school committee members. He also discussed upcoming meetings for the Subcommittee.

**School Committee Feedback:**

School Committee members appreciated the information added to the DESE form for ease of use when completing it. Mr. Monteiro asked if indicators can be added to the evidence sheet so it is easy to review aside the evaluation form. Ms. Lavin also noted differentiating new evidence items with items that were there already as reviewed by the Joint School Committee in September. Ms. Hartley added as a reminder that any member making a rating other than proficient must provide an explanation for the rating.

The Subcommittee agreed for Ms. Wilcox to draft an email to send to all school committee members in anticipation of this upcoming work. The Subcommittee members will review and Ms. Wilcox will send it early next week to all members after reviewing and feedback from the Subcommittee. They also agreed to move the May 2<sup>nd</sup> Superintendent's Goals Subcommittee meeting to May 30<sup>th</sup> at 4:00pm.

**Motion to adjourn meeting at 5:14 p.m.**

**Motion:** Ms. Daniel

**Seconded:** Mr. Monteiro

**Roll Call:** Nichole Daniel (yes); Anne Fernandes (yes); Sharon Hartley (yes); Carly Lavin (yes); Matthew Monteiro (yes); Michelle Smith (yes)

Submitted by,  
Melissa Wilcox