

**Rochester Board of Education**  
**Board Governance Committee**  
**December 13, 2012**  
**Minutes**

**Attendance:**

Commissioner Campos, Vice President Cruz, and Commissioners Adams and Powell, Chief of Staff Patricia Malgieri, and Board Staff Ms. Lee.

Commissioner Campos convened the meeting at 6:00 p.m.

Commissioner Campos asked that Ms. Malgieri present the Superintendent's goals, objectives, metrics and targets at the January Governance Committee meeting.

**Agenda Item I: Approve Minutes from September 2012 Meeting**

Minutes from the September 18, 2012 were approved 3-0.

**Agenda Item II: Superintendent Evaluation**

The Committee discussed the proposed evaluation tool for the Superintendent's annual performance appraisal. The tool serves to assess performance in financial management, human resources management, organizational effectiveness, communication and collaboration, community involvement and partnerships, and personal characteristics.

A proposed schedule for Dr. Vargas' 2011-2012 performance assessment as suggested is as follows:

- October 25<sup>th</sup> (Business Meeting): Acceptance of the Board's Evaluation Tool
- December 13<sup>th</sup> (Board Governance Meeting): Superintendent presents to the Board detailed accomplishments realized over 2011-2012 fiscal year
- January 2<sup>nd</sup> (Organizational Meeting): Completed evaluations are due back from the Board
- January 10<sup>th</sup> (Special Meeting): Compiled results distributed to the Board
- January 15<sup>th</sup> (Special Meeting): EXECUTIVE SESSION to discuss compiled results and adopt compiled results
- January 31<sup>st</sup> (Special Meeting): EXECUTIVE SESSION to present results to Dr. Vargas

**Agenda Item III: Board Self-Evaluation**

The Committee discussed the need for self-evaluation tools and suggested that the Board will begin to engage in assessment following Business Meetings on overall performance and accomplishments over the past month of meetings focusing on members of the Board have collectively served the District's families.

**Agenda Item IV: Retreat**

The Committee discussed the agenda for the retreat, focusing on a discussion of respective roles and responsibilities related to such things as communication, decision-making, planning, conflict resolution and other issues that could cause confusion or hinder team performance.

Meeting adjourned at 6:33 p.m.