

**Board of Education
Regional School District 13**

**Minutes
August 18, 2014**

Board Members Present: Mrs. Flanagan, Mr. Hicks, Mrs. Adams, Dr. Freidrich, Dr. Onofreo, Mrs. Fronc, Mrs. Boyle, Mr. Fulton, Mr. Renninghoff,

Member absent: Mrs. Buckheit

Others in attendance: Dr. Veronesi, Superintendent and Dr. Robert Villanova from LEAD Connecticut.

The meeting was called to order by Mrs. Flanagan at 6:45pm with the recital of the Pledge of Allegiance. A moment of silence was held for Ray Kalinowski who passed away that morning.

Review of Superintendent Evaluation Process: Mrs. Flanagan reviewed the purpose of the meeting and reason for inviting Dr. Villanova. Dr. Villanova will work with the Board on areas including developing and following practices to work as a high functioning Board of Education, and to develop and follow a process for evaluating the Superintendent.

Dr. Villanova thanked the Board of Education for inviting him to work with them. He reviewed his career which included 17 years as Superintendent of Schools in Farmington, CT. he has been a professor in the UCAPP program and is involved in the CT Association of Public School Superintendents which has a program that guides and supports new superintendents of which Dr. Veronesi has been a part.

Dr. Villanova reviewed the agenda for the evening which included setting the context for discussion of collaborative governance and leadership, the power of collaborative governance, best practice in superintendent evaluation, and next steps for RSD 13.

Dr. Villanova reviewed the points outlined in two articles regarding the characteristics of effective school boards and effective board and Superintendent collaboration. He referenced two articles that the Board had been given to read prior to the meeting, "Eight Characteristics of Effective School Boards" (The Center for Public Education) and "Effective Board and Superintendent Collaboration" (Hanover Research). Dr. Villanova talked about the importance of the Board and Superintendent maintaining a stable respectful relationship and the importance of the public's understanding of the Board's role.

Dr. Villanova reviewed the LEAD CT framework for Superintendent evaluations and referenced the handout given to the Board, "Leading School Districts Boldly, Strategically and Sustainably" (LEAD Connecticut) and draft document for the "Superintendent's Evaluation Cycle" using the LEAD CT Competency Framework. Dr. Villanova reviewed the process that was developed over the years he worked in Farmington which included a mid-year informal review in January and a formal review in May. He also encouraged the Board to develop a process during "good times" so that if more challenging situations occurred the process would be in place. Dr. Villanova reminded the Board that anything in writing was FOI able and shared that in Farmington the Board Chairperson would write a short review of the evaluation feedback.

An Executive Session will be held before the Board meeting on September 10th for the purpose of a mid-year review of Dr. Veronesi's performance using the evaluation tool used previously. A discussion of Dr. Veronesi's salary will also occur during Executive Session but must be voted on in Public Session.

Motion to adjourn at 9:35pm made by Mr. Renninghoff, second Dr. Onofreo. Vote: unanimous.