

OLD COLONY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT

**476 North Avenue
Rochester, MA 02770**

**Wednesday
February 22, 2018**

**EVALUATION SUBCOMMITTEE
MINUTES**

Present: **Mr. Michael Gagliardi, Mrs. Nancy Souza, Mr. Justin Brodeur**

Absent: **Mr. John Bandzul, Mr. Sylvester Zienkiewicz**

Also: **Mr. Aaron L. Polansky, Superintendent-Director; Mrs. Jolene Costa, District Committee Secretary**

Mr. Gagliardi called the meeting to order at 4 p.m.

Mr. Polansky welcomed Mr. Brodeur as the newest member of the Subcommittee.

Mr. Polansky discussed and distributed the DESE evaluation guide to help members new to the process get acclimated to the evaluation process.

Mr. Gagliardi stated he was not certain if he would be able to retain his Chairman position and would need someone to step in.

Mr. Polansky stated he created a tool simplifying the evaluation process for the Chair and making it more efficient to gather information from the other School Committee members.

Mr. Bandzul entered the meeting at 4:08 p.m.

Mr. Polansky presented the subcommittee with the evaluation form tool he has created with Mr. Gagliardi which was modeled after DESE's evaluation tool.

There was general discussion regarding the new tool and how he would provide the School Committee members with evidence.

Mr. Polansky demonstrated how to use the tool and opened up the meeting to field questions from the subcommittee.

Minutes

Mr. Gagliardi asked about the ability to leave comments with each section if needed. Modifications to allow for this were made at the meeting.

Ms. Nancy Souza inquired about how often the evaluation tool will go out to School Committee Members and asked about making the elements part of the tool as reference for those completing it.

Mr. Brodeur suggested creating a link to the guideline on the tool itself should any members need to refer to the elements.

Mr. Gagliardi suggested that the tool be presented to the entire School Committee in an upcoming meeting.

Mr. Bandzul suggested presenting the tool during the April meeting.

The meeting was adjourned at 5:02 p.m.

Respectfully submitted,

**Jolene Costa
District Committee Secretary**

Mr. Michael Gagliardi, Chairman

Date