

HARPER CREEK COMMUNITY SCHOOLS
EDUCATE • EMPOWER • EQUIP
Students for Life

BOARD OF EDUCATION Minutes

Monday, June 24, 2024

5:30 PM – Superintendent Evaluation Training Workshop

HC Administration Building

7454 B Drive North, Battle Creek, MI 49014

- I. Call to Order: The meeting was called to order at 5:31 PM.
- II. Pledge of Allegiance
- III. Roll Call – Present: Mr. Bess, Mrs. Allwardt, Mrs. Wallace, Mr. Halverson
Absent: Mrs. Waterson, Mr. Smith, Dr. Borders
- IV. MASB Superintendent Evaluation and Rater Reliability Training: Presenting for MASB was consultant Stan Miller. Mr. Miller discussed the MASB amended 2024 Superintendent Evaluation-Rater Reliability Instrument required for all evaluators of administrators by September 1, 2024. Key points of the training addressed the evaluation cycle which should be developmental and help the skills and knowledge of the superintendent, the Board requirements as an oversight and governance of the District, the law, and the composition of the MASB tool.

The evaluation cycle follows these five steps: 1. Define performance expectations 2. Monitor progress (legal requirement)3. Provide regular 2-way feedback, 4. Self-evaluation and portfolio creation 5. Formal evaluation and professional growth plan.

The law requires superintendent evaluation annually, assigning a rating, and holding a mid-year progress report review. The MASB Tool is composed of three parts including student growth, professional practice (research-based), and progress on goals.

The contract governing the employment of a superintendent must include an appeal process concerning the rating and evaluation process. It is required to post the evaluation system on the District’s website using the following link <http://www.masb.org/postingrequirements>.

The research establishes standards for effective superintendents. 1. Mission, Vision, and Core Values, 2. Ethics and professional norms 3. Equity and cultural responsiveness 4. School improvement 5. Curriculum, instruction, and assessment 5. Community of Care and supports for Students 6. Professional capacity of school personnel 7. Professional community for teachers and staff 8. Meaningful engagement of families and community.

The Board will use the rubric provided by the MASB Superintendent Instrument.

- V. Comments From the Audience: none
- VI. Items for the Next Meeting
- VII. Adjournment: 7:34 PM

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting or hearing, please contact Karla Kopp, Secretary to the Superintendent, at 269.441.6555 for voice and TDD calls at least one week before the meeting, or as soon as possible.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.