

Newburyport School Committee Sub-Committee Meeting Notes

Sub-Committee: Policy
Meeting Date: 2/29/08
In Attendance: Bechtel, deKanter, Lyons, Menin
Absent:

(1) Elect Sub-Committee Chair

- ▶ Nick deKanter elected sub-committee chair

(2) Benchmarking

- ▶ NK presented a draft structure for a benchmark database this structure includes the following:
 - Benchmark name
 - Type of Benchmark (Academic, Demographic, Resource, Climate, Wellness)
 - Scope of Benchmark
 - Comparative (vs. other school districts)
 - Linear (over time, within district)
 - Composite (both comparative and linear)
 - What it measures
 - How it is measured
 - Source of measurement data
 - How we see this benchmark being used
- ▶ We need to decide what benchmarks to focus our initial efforts on. Each member to recommend priority benchmarks from the Benchmark table.

(3) Athletics & Physical Education Ends Policy

- ▶ NK to incorporate comments from last SC meeting and circulate to other Policy Sub-C members for comments

(4) Equity Ends Policy

- ▶ We discussed the need to have an Equity ends policy. GB will develop a draft for the committee to review

(5) Wellness Ends Policy

- ▶ We discussed the need to write a Wellness Ends Policy to set context and direction for the Administrative Wellness policy being developed by the Superintendents Wellness Task Force. BM to draft.

(6) Review of Pending work.

- ▶ Clean-up SC manual. In Progress. Assigned to BM to submit recommendations for changes
- ▶ Annual Strategic Plan. In progress. Assigned to KL. KL updated the committee on working structure and calendar for developing the plan.

- ▶ Funding for Curricular leadership. In Progress. Assigned to KL. KL to incorporate into his budget recommendation
- ▶ Establish and conduct annual SC evaluation. In Progress. Assigned to NK. NK developing self-appraisal tool based on SC annual objectives, with a structured method of collecting stakeholder feedback.
- ▶ Establish and Conduct Superintendent Evaluation Process. In Progress. Assigned to GB. GB to incorporate SC objectives into evaluation tool.
- ▶ Investigate job descriptions in policy manuals and draft descriptions for the vice-chair and sub-committee chairs. In Progress. Assigned to GB
- ▶ Finalize Policy Sub-committee meeting times for the rest of the year.
COMPLETED
- ▶ Elect Sub-Committee chair. COMPLETED
- ▶ Revise Policy to reflect annual reviews of Strategic plans. In Progress. Assigned to NK. KL to prepare a recommended budget and plan review calendar/sequence to base proposed policy on.

(7) Agreed Upon Actions (New work assignments)

- (1) Each committee member will come up with the a priority list of benchmarks(12 or so) in the context of the Benchmark classifications, selected from the Table of Benchmarks posted on the Yahoo site.*
- (2) NK to incorporate comments into Athletics policy and circulate to committee for review*
- (3) GB to develop draft of Equity Policy*
- (4) BM to develop draft of Wellness Policy*
- (5) KL to develop Budget and Strategic Plan review sequence and calendar.*