

Ashford Board of Education  
Ashford, Connecticut

Meeting Minutes

Personnel Committee

September 5, 2013

6:30 p.m.

District Office Conference Room #14

Attendance: K. Warren, J. Rupert, J. Longo

1. Call To Order - 6:32
2. Review of Superintendent Evaluation Instrument

The committee decided to recommend that the BOE use the same instrument unless adjustments are made during the process.

3. Evaluation Timeline

The committee decided to recommend the following timeline for the evaluation process so the process could be completed in October.

September 19 BOE meeting – Superintendent pre-conference followed by BOE discussion of evaluation

October 3 BOE meeting – BOE executive session discussion of evaluation

October 17 BOE meeting – BOE discussion of evaluation with the superintendent and completion of process

4. Job Description Update/Revision

The committee instructed Dr. Longo to review the job descriptions and call another committee meeting when they are ready for BOE input and review

5. Future Meeting Dates

Meet when the job descriptions are ready for review

6. Adjournment – 7:12