

**GRAND FORKS SCHOOL BOARD
SUPERINTENDENT EVALUATION COMMITTEE
GRAND FORKS PUBLIC SCHOOL DISTRICT #1
MEETING MINUTES
September 23, 2020**

A meeting of the Grand Forks School Board Superintendent Evaluation Committee was held on Wednesday, September 23, 2020, at the Mark Sanford Education Center with Dr. Terry Brenner and Bill Palmiscno presiding.

Committee Members Present: Board Members Chris Douthit, Amber Flynn (via phone), Jeff Manley, and Bill Palmiscno; GFAFB School Board Liaison Michelle Shepperd; and Dr. Terry Brenner, Superintendent of Schools.

Committee Members Absent: None.

Others Present: Cindy Johnson, Executive Secretary.

Call to Order. The meeting was called to order at 4:00 p.m.

Bill Palmiscno volunteered to serve as the committee chairperson.

Approval of Minutes. It was moved by Manley and seconded by Flynn to approve the minutes of November 4, 2019, and February 25, 2020, as written. Motion carried unanimously.

Mutually Establish the Specific Evaluation Criteria with the Superintendent. Handouts at the meeting included Dr. Brenner's 2020-2021 professional goals, the district strategic plan with revisions related to the work of the Diversity, Equity, & Inclusivity Committee, November 2019 evaluation template, and superintendent evaluation criteria and process.

Dr. Brenner recommended using the same evaluation tool as last year. In addition, he would provide a narrative that is related to the evaluation areas. In response to a past request to add a N/A option to the evaluation template for board members to use when they did not have sufficient information about the topic, he explained that would not work because it would change the scoring mechanism to the negative. Instead, he would ask that aboard members contact him for evidence to help the board member complete the evaluation.

Committee members agreed that the past evaluation tool worked well, although because of its length, requested a save function be added if possible so that those filling it out could do so in more than one sitting.

It was moved by Douthit and seconded by Manley to recommend to the school board that the same process as last year be used for the November evaluation. Motion carried unanimously.

Adjourn. There being no further business, the meeting was adjourned at 4:20 p.m.

Approved _____
(Date)

Bill Palmiscno, Committee Chair