

THE GLOUCESTER PUBLIC SCHOOLS

Our mission is for all students to be successful, engaged, lifelong learners.

Program Sub-Committee Meeting Minutes

Monday, July 18, 2011

Superintendent's Conference Room – District Office

4:00 p.m.

Members

Roger Garberg, Chairman
Michelle Sweet
Val Gilman

Administration Present

Dr. Richard Safier, Superintendent
Assistant Superintendent Shayne Trubisz

I. CALL TO ORDER

Chairman Garberg called the meeting to order at 4:08 p.m. and stated the mission of the Gloucester Public Schools.

II. APPROVAL OF MINUTES

- A. Program Sub-Committee Minutes of June 24, 2011** – There was a discussion of where and how subcommittee minutes are approved. Mrs. Gilman believes the minutes should be included on the Consent Agenda for approval at full School Committee meetings. However, she indicated that she will speak with Mike Gilbert about the procedure for approving subcommittee minutes and will report back as soon as she gets that information.

III. REPORTS/DELIBERATIONS/DISCUSSION

A. Strategy Development

1. Review of Modified Report on Community Satisfaction Survey – Chairman Garberg stated that he modified his report on the Community Satisfaction Survey by eliminating references to Veterans and most of the discussion of the high school. Dr. Safier indicated that he expects to have a “My View” column done by the end of the week and agreed to Mrs. Gilman’s suggestion of putting the modified report on the website. In his column, Dr. Safier will highlight the appreciation piece of the survey (i.e. those that would recommend GPS), the resonance between what staff and parents say are strengths and needs, and the fact that we have heard what the community has said and that it will become an integral part of our strategic planning. Chairman Garberg suggested mentioning that the sample was an excellent representation of people with links to PTOs. He would also like to find out how many people the PTO’s sent the survey to, which would indicate the response rate.

2. Review of Other Data Collected in the 2010-2011 Strategy Development Cycle – Chairman Garberg reminded the subcommittee that a visioning survey was circulated to staff to look at the ideas they had about important new initiatives. He stated that a lot of that data was lost but that he will give Dr. Safier the existing undigested data for use in his entry plan while Chairman Garberg is working on sorting and analyzing it.

IV. ACTION

A. Identification of those Superintendent Goals related to Programs Focus –

Dr. Safier distributed a list of preliminary goals that he handed out at the May 21st meeting. Mrs. Sweet believes that reestablishing the Professional Development Committee/Curriculum Consulting Council is an important goal to get teachers more involved in curriculum decisions. Shayne Trubisz believes that bringing back the Curriculum Consulting Council would be a goal under a bigger goal of curriculum instruction and assessment. She indicated that the Professional Development Committee is already in place but does not meet frequently because the purpose of the committee is to ensure that proper incentives are followed for teachers who are involved in professional development, and there have not been many issues around incentives.

Dr. Safier reviewed the Swampscott Superintendent's 2010-2011 goals, which he will use as a model for his own, which includes three overarching goals with bullets under each goal. He suggested that his overarching goals be governance and leadership, educational programming, parent and community relations, and finance and business operations. There was a lengthy discussion about the importance of setting measurable goals, appropriate indicators for measuring success, and working backwards into SMART goals. Mrs. Gilman would like one of the superintendent's goals to be the implementation of a strategic plan.

Dr. Safier stated that Ms. Trubisz has summarized all of the elementary School Improvement Plans in a chart which identifies commonalities and that the two of them will be meeting with the elementary school principals on Thursday and Friday to come up with a district improvement plan.

After discussion, on a motion by Mrs. Gilman, seconded by Chairman Garberg, it was unanimously

VOTED: To recommend to the full School Committee that the Superintendent use a goal model of no more than five goals, to include communication, curriculum and education, leadership, budget and finance, and strategic development/entry plan, and work with his staff to develop indicators of success to be presented in first draft at the School Committee meeting on August 24, 2011.

After discussion, on a motion by Chairman Garberg, seconded by Mrs. Gilman, it was unanimously

VOTED: To recommend to the full School Committee that one superintendent goal be continued development of an ongoing systematic and comprehensive program for collecting feedback on satisfaction or other summary measures from district stakeholders, including parents, students, staff, and community members

V. DISCUSSION

- A. 2011-2012 Strategy Development Cycle**
- B. Publication of Strategy Development Data/Activity**

VI. ADJOURNMENT

On a motion by Mrs. Gilman, seconded by Mrs. Sweet, it was unanimously

VOTED: To adjourn the Program Sub-Committee Meeting of July 18, 2011 at 6:02 p.m.

Maria Puglisi, Recording Secretary