



**NASHOBA Regional School Committee**  
**Personnel Subcommittee**  
**Meeting Minutes**  
October 20, 2021  
5:00 PM  
Meeting via Zoom

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- I. Call to Order at 5:01 by Chairperson Vivirito. In attendance: Chairperson Vivirito, Dr. McCarthy and Superintendent Downing. Dr. McCarthy suggested that the order of agenda be changed to begin with Unfinished Business and Chairperson Vivirito agreed.
- II. Unfinished Business

Superintendent Downing presented and he and PSC discussed his revised goals which are now consolidated into three main goals: Professional Practice Goal, Student Learning Goal and District Improvement Goal. Supt. Downing incorporated recommendations made at previous meetings by PSC. On Nov. 3, Superintendent Downing will present his goals to full School Committee for review and comments; Nov. 17 is planned date for Superintendent Downing to present final version to School Committee for SC vote. (Supt. Downing left meeting at 5:35 PM.)

  - Review of survey on superintendent evaluation for SC: PSC confirmed plan to send to SC with completion prior to Nov. 3 SC PSC professional development on Supt. Evaluation for SC
  - Proposed dates for PD on superintendent goals for SC: March 23 for PD on formative review of Supt. Goals by PSC and April 13 as possible date for Dorothy Presser to present to SC on Summative Evaluation process (1 hour.)
- III. New Business
  - Preview of PD on Superintendent Evaluation for Nov. 3 SC meeting: The PD will be presented at the Nov. 3 meeting prior to Superintendent Downing's presentation on his goals. Dorothy Presser sent her PowerPoint giving the PSC permission to use it in full or choose slides to emphasize. Ten slides were chosen to include in the presentation to SC on Nov. 3.
- IV. Minutes of PSC 10/6/21 were approved. Motion by Dr. McCarthy, second by Chair Vivirito. Vote: 2 Yes, 0 No, 0 abstain. Motion passed.
- V. Items for Next Agenda on 11/17/21: Review and analysis of SC survey results on Supt. Evaluation Process; Review of PSC responsibility regarding Administrative salary recommendations
- VI. Motion to adjourn made by Dr. McCarthy at 5:55 PM, seconded by Chair Vivirito. Vote: 2 Yes, 0 No, 0 Abstain.
- VII. Adjourn