

**Canton School Committee**  
**Workshop-Superintendent Summative Evaluation**  
**Minutes**  
**Monday, May 22, 2023**

Chair Kendall O'Halloran called for a motion to convene the Monday, May 22nd, 2023 School Committee Superintendent Summative Evaluation Workshop at 5:06 pm. Kristina Merenda made the motion; seconded by Maureen Moran. Roll call vote was unanimous at 4-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kristian Merenda	yea
Kimberly McCourt	yea
4 yeas	0 nays

**Attendees:**

Kendall O'Halloran  
Kristian Merenda  
Maureen Moran  
Kimberly McCourt  
Joanne Campbell, Recording Secretary

**Absent:** Laura Arboleda

Ms. Merenda explained the Summative Evaluation process via the structure provided by DESE. This mechanism includes evaluation resources, permanent standards, a universal rubric for scaling successes, and a guide for using the information compiled to complete the worksheet. Ms. Merenda noted that there are on-line trainings available through links provided in the packet.

Ms. Merenda asked the committee to review Superintendent's goals written and approved by the School Committee as the 2022-23 School year commenced, document the progress and/or completion of those goals, and include written evidence to support the rating determined. Ms. Merenda indicated that members shall apply ratings based on how the Superintendent performed against the written standards of the four ratings (1-Unsatisfactory; 2-Developing; 3-Proficient; 4-Exemplar). In writing the reviews, Ms. Merenda asked that members include 2-3 details for each pillar and include a short, bulleted statement and reminded the group that the final assessment will drive District goals for the next school year.

After some discussion, the group agreed that completed evaluations will be presented at the Thursday, June 8th, 2023 School Committee Open Meeting. Members agreed to return completed assessments to Ms. Merenda by Monday, May 29th. Ms. Merenda will compile the results and a second workshop was tentatively scheduled for the evening of Wednesday, May 31, 2023. Ms. Merenda will contact Ms. Arboleda for her availability before this date is confirmed.

Chair O'Halloran called for a motion to adjourn the Monday, May 22, 2023 Superintendent Summative Evaluation Workshop at 6:10 pm. Maureen Moran made the motion; Kristian Merenda seconded. Roll call vote was unanimous at 4-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kristian Merenda	yea
Kimberly McCourt	yea
4 yeas	0 nays