

January 28, 2021 Subcommittee Meeting

Ms. Elizabeth Andersen, Chairman
Mr. Darryl Willie, Vice-Chairman
Dr. Kelly Coker
Ms. Lori Hershey
Mr. Warren Jones
Ms. Charlotte D. Joyce
Ms. Cindy Pearson
Dr. Diana Greene, Superintendent

ATTENDANCE AT THIS SUBCOMMITTEE MEETING OF THE DUVAL COUNTY SCHOOL BOARD: Chair Andersen and Board Members Coker and Joyce were present. Ms. Karen Chastain, Office of General Counsel, was also present.

Call Meeting to Order

The meeting was called to order at 10:05 a.m.

Items to be Discussed

1. EVALUATION TOOLS

SUPERINTENDENT EVALUATION TOOL

A.J. Crabill, Consultant with the Council of Great City Schools, joined the meeting by telephone to advise the group on how to develop and work with a Superintendent Evaluation Tool that can be used in conjunction with Goals in the Strategic Plan he has been helping our Board develop. He stressed the importance of having the Board decide if any of the Goal/Assurances are to be weighted more than others PRIOR TO the start of the evaluation process.

Chair Andersen arrived at 10:08 a.m.

Mr. Crabill then explained how to take the data that comes back, apply it to the Superintendent Evaluation Tool that he recommends, then calculate the score for the Superintendent. It was noted that there are elements in the Superintendent's contract that would not be incorporated into the Evaluation Tool sample being discussed. Another meeting would be set up to align the contract with the Evaluation Tool. Mr. Crabill cautioned the group not to create a situation where the Superintendent gets a good rating when the students are not improving academically.

Mr. Crabill disconnected from the meeting at 11:12 a.m.

INTERNAL AUDITOR EVALUATION TOOL

Board Member Joyce passed out information she collected from other districts regarding their Internal Auditor (see attached in agenda). Chief of Staff Sonita Young distributed the Evaluation form used for administrators within the District. There was discussion on how to align the elements from the Lake County evaluation with the Evaluation Tool used for administrators by DCPS. Chair Andersen wanted to give our Internal Auditor the same opportunity to give input on the Evaluation Tool as the Board did with the Superintendent. Board Member Coker stressed the importance of giving the Internal Auditor time to think through her input of the evaluation.

Board Member Joyce also suggested that accounting experts be invited to the Auditor Selection Committee meetings to help guide Board Members in making auditing decisions. Ms. Chastain reminded the group that it would be the Board who employs and evaluates the Internal Auditor.

The challenge of conducting an evaluation among a group of seven Board Members vs. one administrator was noted.

Adjournment

The meeting was adjourned at 12:16 p.m.

LBL

Superintendent

Chairman