Meeting Minutes

Duval County Public Schools

April 19, 2021, Subcommittee Meeting

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

ATTENDANCE AT THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: Chair Elizabeth Andersen and Board Members Dr. Kelly Coker, Charlotte Joyce, and Lori Hershey were present. Ms. Karen Chastain and Ms. Rita Mairs, Office of General Counsel, were also present.

Call Meeting to Order
The meeting was called to order at 10:06 a.m.

Items to be Discussed

1. SUPERINTENDENT EVALUATION TOOL

Dr. Coker reviewed the superintendent evaluation tool (see attached in agenda) she and Ms. Chastain drafted for today's meeting. They are asking those in attendance to decide what parts of the evaluation to keep, delete, and/or change. It was recommended earlier by A. J. Crabill, Consultant for the Council of Great City Schools, that Parts I and II be in the tool and have weighted amounts assigned to them when it came time to tally the performance score. Ms. Chastain emphasized the importance of making sure the Board also has Part III since it contains the items in the Superintendent's contract that are equally important as the items in Parts I and II. Discussion included:

- Part III is very lengthy. Dr. Coker and Ms. Chastain will consolidate and streamline the items in that part to simplify it.
- Tool should be structured so it will work today or years from now, regardless of who the Board is and who the Superintendent is.
- The Superintendent is currently in year three of a four-year contract. By the time this instrument is approved and being used, it will be year four and the final year before the Board needs to decide to extend the Superintendent’s contract or do a superintendent search.
- Most likely, some Board Members will write extensively in the evaluation tool, others won't; the tool

needs to accommodate both.

- Ideally, documentation should accompany any commendations.
- Each item on the tool should have a reference to where it appears in Board policy.
- The Board will be given three different models of how the tool can be weighted at the May workshop.
- The Board has until the end of June to vote on a different evaluation tool than what it currently has.
- Part III from the contract picks up requirements that are imposed on the Board that Parts I and II do not (Example: school safety).
- Dr. Coker will recommend to the Board Chair that there be a standing committee that meets quarterly to oversee the timeline and evaluation tools for both the Superintendent and Internal Board Auditor positions.

Side note: By December 15, 2021, the Board owes the Superintendent a notice of intent to extend her contract if that is what is decided. If none is given, the contract term ends December 31 rather than June 30, 2022, as it is currently written.

- Dr. Coker will meet with Assistant Superintendent of Accountability and Assessment Cory Wright to ensure that the formula portion of the evaluation tool is accurate.

Board Member Hershey left at 11:30 a.m.

Adjournment

1. ADJOURNMENT

The meeting was adjourned at 11:34 a.m.

LBL

Superintendent

Chairman