



Meeting Minutes Duval County Public Schools

February 19, 2025, Evaluation Subcommittee Meeting

Ms. Charlotte D. Joyce, Chairman
Ms. April A. Carney, Vice-Chairman
Ms. Melody A. Bolduc
Mr. Reginald Blount
Ms. Cindy Pearson
Mr. Anthony Ricardo
Mr. Darryl D. Willie
Dr. Christopher Bernier, Superintendent

ATTENDANCE AT THIS MEETING OF THE DUVAL COUNTY SCHOOL BOARD: All Board Members were present except Vice-Chairman April A. Carney and Board Member Darryl D. Willie. Dr. Christopher Bernier, Superintendent, was also not in attendance. Mr. Ray Poole, Office of General Counsel, arrived late. *Board Member Pearson departed at 1:24 p.m.*

Call Meeting to Order

The meeting was called to order at 12:05 p.m.

Items to be Discussed

1. SUPERINTENDENT'S EVALUATION

Corey Wright, Assistant Superintendent of Accountability and Assessment, reviewed the "Working Draft Superintendent Evaluation Instrument". He mentioned the following:

- The scale is used for the overall averaging.
- Use the scale of highly effective, effective, needs improvement and unsatisfactory.
- Each of the 5 areas will be rated at 20% each.

Discussion involved:

- How the process for creating the instrument and determining the weight of each area was done previously.
- The Council of Great City Schools (CGCS) previously wanted the Board to focus on student outcomes, which should have more weight.
- This instrument is going to be different from the one that is to be used year-round. This instrument will be used for the Superintendent's first year and be the standard for any new Superintendent.
- This evaluation is for the first year, which is based on the current strategic plan.
- The indicators are going to influence the performance section of the instrument.
- Once the new strategic plan is completed, the Board will go back and review the instrument.
- The Superintendent's self-appraisal.

Mr. Wright reviewed the seven indicators under Performance Indicator 1: Finance.

Discussion involved:

- An example of how 1.05 could be measured is when the Superintendent is developing the budget, explaining items that were cut or added, and sharing that they are not being duplicated, etc.
- Add “return on investment”.
- A request was made for more clarity on what is being measured.
- Provide examples so the Superintendent knows what the Board is looking for.
- Not just focusing on student achievement outcomes, but focusing on operational outcomes, etc. This all comes under money.
- There are two people who align to the Superintendent: The Chief of Staff and the Deputy Superintendent.
- The Deputy Superintendent is about the educational side of the district. The Chief of Staff is about the operational side of the district.
- 1.07 - This language needs to be a part of the annual evaluation.
- The Superintendent should coordinate with the Board when developing the budget.

Mr. Wright reviewed the seven indicators under Performance Indicator 2: Communication.

Discussion involved:

- Clarification of 2.08 was provided.
- The five essentials.
- External perception will drive enrollment.
- Consider changing the language of 2.08.
- Measure what the community feels, then apply the process or procedures to address the feelings/perceptions of the community.

Mr. Wright reviewed the seven indicators under Performance Indicator 3: Administrative Leadership.

Discussion involved:

- 3.01 – Make sure that “quality services” is understood.
- 3.02 - The Superintendent's expectations for the district.
- 3.03 - Change the wording in the sentence to “uses research and data to guide decisions”.
- 3.04 - Remove.
- 3.03 - Data is sometimes questionable. It can be manipulated.
- 3.05 - Change the wording in the sentence to 'recruit and retain'.
- 3.07 - How delegation is measured.

Mr. Wright reviewed the seven indicators under Performance Indicator 4: Operational Leadership.

Discussion involved:

- 4.05 - Change wording in the sentence to “efficiently manages”.
- Should it be noted that the Superintendent makes sure the Board does an evaluation annually? It should not be the employee's responsibility to remind their supervisor to complete an evaluation.
- The reminder about the Superintendent's evaluation could be in the Board Chair's notebook.

Mr. Wright reviewed the seven indicators under Performance Indicator 5: Curriculum and Instruction.

Discussion involved:

- 5.03 - Change wording in the sentence to “demonstrate improvement in student outcomes”.
- 5.04 - The Superintendent wants more consistency around the district.
- All schools are not receiving the necessary resources needed for students to perform well.
- Use the instrument. If something is not being done, do not give a highly effective. Also, have a conversation with the Superintendent.
- Make 5.03 last.

There was much discussion as to when the instrument could be presented to the rest of the Board Members for discussion and approval.

Board Policy 2.14, Superintendent Evaluation

Discussion involved:

- Changes to the policy were explained.
- Conversation regarding the ‘Evaluation Instrument’.
- The timeline was determined by the data that was released.
- Contract and policy language.
- Purpose for setting new goals.
- The strategic plan was written with the 5-year targets.
- Annual target.
- Add a target for each year in the 5-year plan, so that the process is not repeated each year.
- Office of General Counsel Attorney, Ray Poole explained that the Board does not have to negotiate what they put into the evaluation. What the Board puts in the board policy is their decision. Board Policy 2.14 guides the evaluation piece. Any changes in the policy automatically amend the Superintendent's contract.
- The Board needs to make sure that the goals in the strategic plan are attainable.
- Look at last year's outcome to create the target for next year.
- When having a conversation about the strategic plan, the Board chooses either a 3-year or 5-year plan.
- Should it be noted in the policy when the Superintendent receives an evaluation?
- School grades.
- Having flexibility instead of an exact date.
- Remove #2, the information about the transition.
- Remove #1, which talks about the 3-part percentages.
- Timing and Process.
- “Shall” versus “May”.
- Establish the timeline every June when the tool gets approved by the Board.
- Discussion about the transition section of the policy.
- Mr. Poole will bring language to the Policy meeting.

Adjournment

1. ADJOURNMENT

The meeting was adjourned at 2:36 p.m.

GC

Superintendent

Chairman