

**East Greenwich School Committee  
Personnel Subcommittee Meeting  
May 4, 2015 @ 5:30p.m.  
Superintendent's Conference Room  
111 Peirce Street  
East Greenwich, RI 02818**

**In attendance: Carolyn Mark, Victor Mercurio, Deidre Gifford, David Osborne**

## **AGENDA**

### **I. Review/revise Personnel Committee charge**

**The group agreed that the current charge does not accurately reflect the purpose of the Personnel Subcommittee. It was agreed that the charge should indicate that, first and foremost, the role of the subcommittee is to facilitate the Superintendent's evaluation process. The group also agreed that the subcommittee can play an advisory role to the Superintendent on matters of process with respect to managing personnel, but that the actual managing of personnel is the purview of the Superintendent.**

### **II. Review/revise superintendent evaluation process**

**The group agreed that the current evaluation tool is satisfactory. The**

**evaluation process for 2015 shall proceed accordingly.**

### **III. Establish timeline**

**The group agreed that the timeline outlined in that evaluation tool is satisfactory, and the process shall proceed accordingly.**

### **IV. Determine next steps**

**Personnel Committee Chair Carolyn Mark will create a revised draft charge for the subcommittee to review/approve at the next meeting, and will work with district administration to schedule the next meeting.**