

Wareham Public Schools Superintendent Evaluation Form 2011 – 2012

Goals and Objectives = 49/60

&

General Responsibilities = 39/40

Goals and Objectives

- **FOCAL AREA: Student Performance: 1A**
- ***Based on the assessment of need and district readiness and resulting design, the district will provide training for all educators and administrator and rollout a Response to Intervention framework for ELA in grades K-6 and assess its effectiveness during the rollout process***
- ***Score = 10/10***

Goals and Objectives

- **FOCAL AREA: #1: Student Achievement 1B**
- ***Provide a system of integrated programs and curriculum with rigorous expectations that maximizes proficiency in all core subject areas, and closes the achievement gap for all students.***
- **Score = 10/15**

Goal 2: Technology

- ***2. Expand the application and integration of technology to improve learning, instruction and the organization of the school community***
- **Score = 7/10**

Goal 3: Community

- ***Expand the partnership and involvement between parents and the school community in all aspects of the educational process; including but not limited to direct involvement at the school building level and as true partners in the education of their children at home.***
- ***Score = 18/20***

Goal 4: Resources

- *Procure sustainable resources necessary to provide an excellent learning experience*
- *Score = 4/5*

The Year In Review

- Year two of three for RTI Implementation
- Year two of four for the RTTT grant
- The New Evaluation System for Educators is being implemented with training that began last spring.
- Year one of the new ELA Curriculum
- Training for all staff began in Pearson Inform
- The I Pad Pilot got underway

Continued

- WPS joins Face book
- Curriculum Committees imbed technology within the standards
- Unit B Administrators and Cafeteria Managers negotiated and under contract
- Transportation Action Committee meetings
- What was needed to support Teaching and Learning was cut by Two Million Dollars

**Wareham Public Schools
Superintendent Evaluation Form 2011 – 2012**

Superintendent Dr. Barry Rabinovitch Evaluation period 8/1/2011 to 7/31/2012

School Committee Evaluator (check one)

<input type="checkbox"/>	Rhonda Veugen	Secretary
<input type="checkbox"/>	Clifford Sylvia	Vice Chairman
<input type="checkbox"/>	Geoffrey Swett	Chairman
<input type="checkbox"/>	Kenneth Fontes	
<input type="checkbox"/>	Michael Flaherty	

Rating Scale:

4 – Outstanding 3- Very Good 2 – Satisfactory 1- Needs Improvement 0- Unacceptable

Salary Incentive Scale

Overall Rating – This overall rating is an average of all committee member evaluation forms.

<u>Rating</u>	<u>Point Scale</u>	<u>Dollar Increase</u>
4 – Outstanding	90-----100	\$5,000
3 – Very Good	80-----89	\$4,000
2 – Satisfactory	65-----79	\$3,000
1 - Needs Improvement	51-----64	\$ 0
0 – Unacceptable	0 -----50	\$ 0

Total Evaluation Score breakdown

Maximum total points 100

Goals and Objectives	60 points Maximum	<u>49</u>
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General Responsibilities*	40 points Maximum	<u>39</u>
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** There are a possible 160 points in this section with a divisor of (4) which would calculate a max total of 40 points.*

Total Points	<u>88</u>
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Based on the evaluation system above the Superintendent is eligible for an increase of \$_____

Geoffrey Swett; Chairman, Wareham School Committee

Date

Dr. Barry Rabinovitch; Superintendent Wareham Public Schools

Date

Goals and Objectives

Goals and Objectives are agreed upon between the Superintendent of Schools and the Wareham School Committee as part of the prior year's evaluation or at the time the position is accepted. Goals and Objectives must be specifically related to the evaluation period and non – recurring in nature.

Points -	Outstanding 9 - 10	Very Good 7 - 8	Satisfactory 5 - 6	Needs Improvement 3 - 4	Unacceptable 0 - 2
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GOALS:

***Weight X Points / 10 = Score**

1. _____ X _____ /10 =

20

2. _____ X _____ /10 =

7 _____

3. _____ X _____ /10 =

18

4. _____ X _____ /10 =

4

5. _____ X _____ /10 =

6. _____ X _____ /10 =

Goals and Objectives Total

Score Total _____

***Weight Total must add up to 60 and individual goal weights must be the same for all School Committee members and approved by a vote of the School Committee with the approval of the goals.**

Additional Comments:

(Use backside of this paper if additional comment space is needed)

Goals and Objectives

Goals

FOCAL AREA: Student Performance: A

1.

- A. Based on the assessment of need and district readiness and resulting design, the district will provide training for all educators and administrator and rollout a Response to Intervention framework for ELA in grades K-6 and assess its effectiveness during the rollout process***

Action	Targets & Timeline	Progress	Evidence
<ul style="list-style-type: none"> Teachers 21 will provide 36 hours of training for all teachers and administrators prior to the utilization of the model in their classroom Teachers will receive live coaching support by a Teachers 21 onsite consultant during the first 3 months of implementation of the RTI model in their classroom Systemically rollout a Tiered intervention model applying the critical elements of an RTI framework (as defined above) 	<ul style="list-style-type: none"> June, 2011: Grade 3 teachers and administrators Dec., 2011: Grade 2 & 4 teachers May, 2012: Grade K & 1 June, 2012: Grade 5 & 6 Application of Tier II instruction will begin by the following schedule: <p>Grade 3: August, 2011</p> <p>Gr. 2 & 4: Feb., 2012</p> <p>Gr. K,1, 5,6: Sept., 2012</p> <ul style="list-style-type: none"> Tier III interventions by special education staff will begin, as needed, by the above Tier II schedule. The district will purchase progress monitoring assessment tools and provide necessary training by the beginning of the 2011-2012 school year The district will explore the application of data collection tools that are compliant with our student information system and, if feasible, purchase training and service plan for implementation during the '11-'12 school year. Enrichment/challenge intervention blocks and learning centers will begin by the above Tier II 	<p>Met both targets and timelines</p>	<ul style="list-style-type: none"> Graphic RTI Rollout Timeline DESE RTI Readiness checklist completed by 6/1/11 RTI : Teachers 21 & WPS Professional Development Evaluation Form Evaluation of RTI Training and Rollout feedback Training evaluation tool (developed jointly by Teachers21 staff and Wareham PS administration) and implemented by February 2011. RTI Essential Components Integrity Rubric Checklist of Observable Process During RTI Full Implementation Stage Consultant Rating Sheet for feedback session Sample Outcomes chart from consultant's assessment of Conditions for school effectiveness. Memo re Format for June 7th work session

	schedule.		
		Score	10 / 10

1. B. FOCAL AREA: #1: Student Achievement

Provide a system of integrated programs and curriculum with rigorous expectations that maximizes proficiency in all core subject areas, and closes the achievement gap for all students.

Action	Targets & Timeline	Progress	Evidence
<ul style="list-style-type: none"> Improve student performance through increased professional development, at least one per month, based on focus strategies identified through weekly walk through by administrators and instructional leaders and feedback with teachers. 	<ul style="list-style-type: none"> Aggregate student performance on both ELA/Literacy and Mathematics MCAS assessments will increase aggregate CPI one to two point improvement range 	In-Progress Our aggregate MCAS scores have leveled off without gains. Many of the Programs initiated need more time to show results.	<ul style="list-style-type: none"> MCAS Data as presented by Mrs. Rotella at the 09/19/2012 School Committee Meeting. In-Service Brochure for August 29 & 30, 2012 School Committee Presentation on the Wareham Teaching & Learning System Graphic DIP for RTTT 2012 RTTT Required initiatives graphic Destination Imagination Yearly Report 2011 – 2012 Schedule for Early Release Day Sessions April 11, 2012
<ul style="list-style-type: none"> Administrators and instructional leaders will perform walk through weekly and provide feedback. 	<ul style="list-style-type: none"> At least one per month at each school for the Superintendent and Curriculum Director Weekly for Department Heads and Instructional Leaders. 	Met	<ul style="list-style-type: none"> Calendar of visits will be shared.
<ul style="list-style-type: none"> Implementation of the new Inform software in elementary which will provide data points on student performance 	<ul style="list-style-type: none"> District Leadership Cabinet will meet during October to decide which data to include in the Progress of Student Learning Training of administrators and staff with inform 	Met	<ul style="list-style-type: none"> Schedule of training Pearson Inform Training Overview for August 30, 2012
Implement, revise, and edit district-designed Literacy/ELA scope and sequence curriculum with focus on informational text,	<ul style="list-style-type: none"> Schedule of bi-weekly teachers' training sessions 	Met	<ul style="list-style-type: none"> Example from Rubicon Atlas Software
Modification of the teacher performance evaluation tool	<ul style="list-style-type: none"> The Evaluation Sub-Committee will meet to modify our Pilot Evaluation instrument to conform to 	Met	<ul style="list-style-type: none"> Proposed Contract Language for the new MA Educators' Evaluation Program.

	<p>the new state regulations and to participate in the early adopter phase of the implementation of the new state</p> <ul style="list-style-type: none"> • By August have a draft agreement to be implemented while awaiting ratification • Get feedback from ESE on product 		<ul style="list-style-type: none"> • Training Documents and schedule of implementation
		Score	10/ 15

2. Expand the application and integration of technology to improve learning, instruction and the organization of the school community

Action	Targets & Timeline	Progress	Evidence
I-pad Implementation and effectiveness	The pilot team will meet create a rubric for apps, discuss experiences, make recommendations to the district in April for what is needed to move forward.	Met	<ul style="list-style-type: none"> • IPads Pilot Team Workshop : 08/22/2011 • Website resources 08/2011 • WPS IPads Pilot Team Agenda 10/06/2011 • Evaluation Rubric • WPS IPads Pilot Team Agenda 12/01/2011 • Professional Dev. Attendance 01/05/2012 • WPS IPads Pilot Team Agenda 02/02/2012 • WPS IPads Pilot Team Agenda 03/01/2012 • WPS IPads Pilot Team Agenda 04/05/2012 • WPS IPads Pilot Team Recommendations
Better utilize the district and school websites to communicate with parents and the community	<ul style="list-style-type: none"> • Point of contact will be established at each school • Each area of the website will be assigned a responsible party to keep content up to date. • Add social networking functionality (face book, twitter) to district and school websites to promote activities and events. • Form a technology committee to do a long term plan for updating the districts websites. 	Partially –Met On-Going	<ul style="list-style-type: none"> • Face book page added for WPS • Administrative meeting notes • List of contact people assigned to add content and monitor website content from each site

Develop plan for expanding wireless infrastructure	A wireless feasibility study will be conducted with recommendations for each unique building across the district to increase wireless network coverage.	Partially-Met On-Going	<ul style="list-style-type: none"> • Ockers' Proposal
Survey staff to gather information on software and hardware needs	A Survey will be developed with input of the Administrative Team, Tech Dept.	Postponed Not-Met	<ul style="list-style-type: none"> • Technology Self Assessment Tool
Embed Technology Benchmarks in Core Curricula	A committee of teachers grades Pre-K – 12 will develop Tech Literacy benchmarks and indentify areas of the Core Curricula that are a natural fit for those benchmarks	Partially-Met Postponed	<ul style="list-style-type: none"> • Appointment of Common Core Technology Literacy Committee: January 13, 2012 • Posting • Agenda 1/26/2012 • Arizona Tech Integration Matrix • Agenda 02/28/2012
		Score	7/10

3. Expand the partnership and involvement between parents and the school community in all aspects of the educational process; including but not limited to direct involvement at the school building level and as true partners in the education of their children at home.

Action	Targets & Timeline	Progress	Evidence
Expansion of Power School to Elementary Progress Reports	<ul style="list-style-type: none"> • Reports written • Staff trained by the first trimester progress reports • By second trimester will be rolled out to parents 	Met	<ul style="list-style-type: none"> • student progress reports and report cards from all Elementary Schools are posted in Power school • Copy of Elementary Progress Report • Copy of Elementary Report Card • Documentation of Online Standards Based Reporting Team
Involve Stakeholders in review of programs and procedures	<ul style="list-style-type: none"> • By January the Bullying Committee will meet to discuss fidelity of implementation • By January the School Improvement Template Committee will meet to discuss satisfaction with new template • District Review by DESE during February • Conditions of School Effectiveness tool implemented at all schools for 3 indicators 	Met	<ul style="list-style-type: none"> • DESE District Review: Document Preparation January 2012, Final Report not received from ESE • Documents related to Annual review of the WPS Bullying Prevention & intervention plan. • Parent's Notice of Procedural Safeguards • SIP template
Promote Global Education initiatives and support and involvement of community members and organizations	<ul style="list-style-type: none"> • Superintendent will travel to China for exchange visit in April. • Global Education Team continue exchange with Cape Verde 	Met	<ul style="list-style-type: none"> • Documents and pictures from U.S.-China Principal Shadowing Program –April 2012 • Global Education Team paperwork for trip to Cape Verde

			<ul style="list-style-type: none"> • Collaboration with community for school supply drive for Santa Cruz Schools supply list shipped • Global Education Community Celebration
Communicating the needs of the District and Students to the general community	<ul style="list-style-type: none"> • Conversations with the Superintendent Cable Television Show will continue quarterly. • All schools will distribute newsletters no less than four times yearly to parents and community • Superintendent's Newsletter twice annually. • Meet with community groups, School Councils and PTA's to educate them on the budget process and discuss impact on education 	Met	<ul style="list-style-type: none"> • WCTV website for archived Conversations with the Superintendent • School's Newsletters • School Matters Newsletter • Colander events attended
		Score	18/20

4. Procure sustainable resources necessary to provide an excellent learning experience

A. Improve physical space of facilities to maximize educational opportunities	<ul style="list-style-type: none"> • Develop scope of work for Space Needs and Facilities Plan • Develop RFI • Selection process will be completed and on-site visits will take place by December 31st 	Met	<ul style="list-style-type: none"> • Proposal chosen by selection committee and not awarded by the Wareham School Board
B. Enhance safety planning documentation	<ul style="list-style-type: none"> • Implement the "Be Safe Program" to enhance administrative and emergency responder effectiveness in a crisis situation. • Staff will be given safety plan materials and trained • Review and update school closure policy 	Met	<ul style="list-style-type: none"> • School Committee Presentation by Ms. Miranda • Minutes of Policy Review Mtg. • Staff Trainings during the Sept. & Oct., 2011
C. Collaboration with sports organizations and community organizations for improved fields and grounds	<ul style="list-style-type: none"> • Meetings to communicate field maintenance issues at Spillane and Palmer fields (lining and wear and tear and the need for in-kind support for the Decas and Minot fields. 	Met	<ul style="list-style-type: none"> • Notes from meetings • Work completed • Youth Soccer improved both the Decas and Minot Fields • Babe Ruth improved the baseball field and score board at Decas • Home Depot donated materials for Dug out improvements at Decas
		Score	4/5

General Responsibilities

4 – Outstanding 3- Very Good 2 – Satisfactory 1- Needs Improvement 0- Unacceptable

Relationship with the School Committee:

1. Keeps the School Committee informed on issues, needs and the operation of the school system __ 4__
2. Offers professional advice to the School Committee on items requiring committee action with appropriate Recommendations based on thorough study and analysis. __ 4__
3. Interprets, supports and executes the intent of all School Committee policy. __ 4__
4. Seeks and accepts constructive criticism of his/her work. __ 3__
5. Has a professional working relationship with the School Committee __ 4__

Subtotal points (Relationship with the School Committee) __ 19__

Additional Comments:

1. Superintendent's Newsletter, e-mails, Superintendent's Report, Advisory Committee's

2. & 3. Participate in Policy Sub-Committee Mtgs.

4. Weekly meetings with School Committee Chair as well as Monthly Superintendent's meetings.

5. I pride myself on giving my opinion and if I disagree I do not become disagreeable,

Community Relationships

1. Maintains community respect and support for the School District. __ 4__
2. Considers problems and opinions of all groups and individuals. __ 4__
3. Develops friendly and cooperative relationship with news media. __ 3__
4. Actively recruits and utilizes community input. __ 4__

Sub total points (Community Relationships) __ 15__

Additional Comments:

1. Attendance at PTA and School Council meetings, WCTV show, communications with Capital Planning & Finance Committee.

2. Flexibility is one of my strengths as seen through negotiated settlements and resolved grievances.

3. All of the legitimate reporters know that I will respond to their requests for information.

4. I have in the past requested impute from community organizations and will continue look for community input

Staff and Personnel Relationships

1. Develops and executes sound personnel procedures and practices. __4__
2. Develops good staff morale and loyalty to the School District. __4__
3. Treats all personnel fairly while insisting on performance of duties. __4__
4. Delegates authority to staff members appropriate to the position each holds. __4__
5. Recruits and assigns the most qualified personnel in terms of their competencies. __4__
6. Encourages participation of staff members and groups in planning, procedures and policy interpretations. __4__
7. Evaluates participation of appropriate staff members and groups in planning, procedures & policy interpretations. __4__
8. Takes an active role in development of salary schedules for all personnel and recommends to the School Committee the levels which, within budgetary limitations, will best serve the interest of the School District. __4__

Subtotal points (Staff and Personnel Relationships) **__32__**

Additional Comments:

1. The labor /Management Committee that worked together on the Evaluation System, the grievance and arbitration cases heard and settled.
2. I personally gave each of the 21 teachers who were rified their notices, In my welcome back address given at each school buildings staff new their efforts were appreciated.
3. I never ask any staff to do anything I wouldn't do. Management by walking around the District has helped know the needs of each school building and program.
4. Our Directors and I work cooperatively to maximize our efforts toward Student Achievement; The RTTT grant is being used in cooperation with Title I Funds and IDEA funds because we have a District Plan endorsed by my Cabinet.
5. I interview each staff recommendation of our Principals before hiring them to insure quality control.
6. There are many groups that help plan and implement policy and procedures including but not limited to the Cabinet, Administrative Team, The Evaluation Team, School Councils, Instructional Leadership Team, and School based administrative Teams. At some time during the year I meet with each of these groups and many times with some.
7. I evaluate all Directors and Principals each year on their goal completion as well as their overall participation in school and district decision making as well as policy implementation. 8. I am the lead Negotiator for the School Board & develop salary recommendation with the negotiating team including school committee members.

Educational Leadership

1. Maintains liaison with state and federal legislators in effort to accomplish legislation beneficial for the School District. __4__
2. Understands and keeps informed regarding all aspects of the instructional program. __4__
3. Maintains active membership in professional organizations. __4__
4. Is resourceful in visualizing and analyzing new ideas, methods and products and participates with staff,

- | | |
|--|-------|
| School Committee, and the community in studying and developing curriculum improvement. | __4__ |
| 5. Organizes a planned program of staff evaluation and improvement. | __4__ |
| 6. Provides effective procedures in curriculum development, utilizing the abilities and talents of professional staff, as appropriate. | __4__ |
| 7. Inspires others to achieve the highest professional standards. | __4__ |

Educational Leadership cont.

- | | |
|---|---------------|
| 8 Has a firm belief that the public schools are operated for the benefit of the children, not for the School Committee, administrators, teachers, or parents. | __4__ |
| 9. Ensures that all schools meet minimum proficiency standards on federal and state mandated student achievement tests. | __2__ |
| Subtotal points (Educational Leadership) | __34__ |

Additional Comments:

1. I attend the Day on the Hill each year, meet with our representatives as well as e-mail my opinion to these legislatures on bills concerning education.

2. All decisions regarding the educational program emanate from my office in consultation with our Directors and Principals. 3. I am an active member of the Massachusetts Association of School Superintendents and meet regularly with Superintendents in the region.

4. & 5. Our Instructional Leaders and the implementation of the New Evaluation process is all part of the plan to improve student performance along with RTI. This District Improvement plan has been visualized and enacted.

- (6) Our Curriculum Director has worked with the Elementary Principals and Staff to implement a new K-8 Literacy Curriculum, all available on Rubicon Atlas and to have common benchmark tests available.

- (7) I meet with and problem solve with all administrative staff modeling creative problem solving and an adaptive form of leadership. (8.) My Core belief that Public Schools are the only public institution that helps provide equity and equality to the masses help me base all of my Decisions on what is best for children.

- (9) Our Students have performed below State Average despite our best efforts. I have shown that the funding gap between Wareham and the State Average above minimum net-spending mirrors the achievement gap.

4 – Outstanding 3- Very Good 2 – Satisfactory 1- Needs Improvement 0- Unacceptable

Business and Finance

- | | |
|--|-------|
| 1. Keeps informed on needs of the school program, facilities, equipment, and supplies. | __4__ |
| 2. Supervises operations, insisting on competent and efficient performance. | __4__ |
| 3. Determines that funds are spent wisely and that adequate control and accounting are maintained. | __4__ |

4. Evaluates financial needs and makes recommendations for adequate financing. __4__

Sub total points (Business and Finance) **16**

Additional Comments:

1. Through daily communication with the Director of Finance and through my frequent communications with Principals, Directors and other Staff I am aware of the needs of the school program, facilities, equipment and supplies.
2. Management by Walking around allows me to both supervise and evaluate the performance of Staff.
3. The Director of Finance and Operations has full control of every purchase order created and paid. Monthly forecasting allows us to monitor levels within accounts. Proper budgeting and audits insure adequate control and oversight.
4. Through the Budget Process we evaluate our needs and make recommendations for adequate financing.

Personal Qualities

1. Maintains high standards of ethics, honesty, and integrity in all personal and professional matters. __4__
2. Earns respect and standing among his/her professional colleagues. __4__
3. Demonstrates the ability to work well with individuals and groups. __4__
4. Exercises sound professional judgment and effective processes in arriving at decisions. __4__
5. Possesses and maintains the health and energy necessary to meet the responsibilities of the position. __4__
6. Maintains poise and emotional stability in the full range of his/her professional activities. __4__
7. Communicates effectively in dealing with staff members, the School Committee, and the public. __4__
8. Completes tasks in a timely manner, possessing good management skills. __4__
9. Thinks well on his/her feet when faced with an unexpected or disturbing turn of events. __4__
10. Maintains his/her professional development by reading, conference attendance, and work on professional committees, visiting other districts, and meeting with other superintendents. __4__

Sub total points (General Responsibilities) **__40__**

Additional Comments:

1-10. What you see is what you get, my personality, and affable nature can be seen at School Committee Meetings, School Council Meetings, Public Hearings, Board of Selectman meetings, Action Committee Meetings, Foundation for Wareham Education Meetings etc.