

**Board of Education Special Meeting  
May 22, 2021  
Erlanger-Elsmere Board of Education**

The Erlanger-Elsmere Board of Education met at 450 Bartlett Avenue, Erlanger, Kentucky at 10:00 a.m. on the 22<sup>nd</sup> day of May, 2021 with the following members present: (1) Robin Cooper; (2) Jeff Miller; (3) Sarah Shackelford; (4) Serena Owen  
Chad Molley

1. **Open Meeting:** Robin Cooper opened the meeting at 10 AM.
2. **KSBA Training – Superintendent Evaluation:** The Board Members and Superintendent participated in Superintendent Evaluation Training. Jim Palm from KSBA facilitated the training.

**Training Notes:**

- What is it that the Board would like to see? Where is it we want to go?
- Mission/Vision of district sets the direction. Superintendent moves the district towards realization of Mission/Vision through day-to-day operations and management.
- Board/Superintendent relationship sets the culture for the district. What does the school district value? Mission & Vision
- Focus on the future, not on past performance; try not to let personalities be an issue.
- Evaluation serves as public accountability
- Don't get hung up on the form – the conversation is the important part.
- Communication, trust, authenticity, growth
- Board has to come together as one voice - Superintendent evaluation is an opportunity to do this.
- Positive climate – about performance, not personality

**Process:**

- Develop process for gathering and sharing evidence
- Mid-year formative review – closed session
- End of year formative review – closed session
- Summative review – open session
- June 9<sup>th</sup> Capstone, June 17<sup>th</sup> formative conversations, July final written summative evaluation, PGP in August, Mid-year Review in December

**To Do:**

- District and school administrative presentations marked with superintendent standards for evidence as part of evaluation.
- Share KSBA Superintendent Evaluation Form with Board members

3. **Adjourn**

**Motion:** Jeff Miller

**Second:** Robin Cooper

**Vote:** Cooper, yes; Miller; yes; Shackelford, yes; Owen, yes.

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**Board Chairperson**

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**Secretary**