

**Norfolk School Committee  
Superintendent Evaluation Sub-Committee  
Freeman-Kennedy School  
Central Office Conference Room  
Tuesday, February 12<sup>th</sup>, 2013  
6:30 p.m.**

Meeting began at 6:30 p.m.

Present: Shawn Dooley (School Committee Chair), Thomas Doyle (School Committee), Jeff Chalmers (School Committee), Dr. Ingrid Allardi (Superintendent)

The following items were discussed:

The final evaluation instrument for the superintendent was reviewed. Priority standards for the first year of evaluation were agreed upon and are reflected in the assessment tool.

A final timeline for evaluation was agreed upon. The evaluation cycle will be from January to January, with a mid-cycle review in June. The superintendent will provide the school committee with evidence of progress towards standards.

The full school committee will vote on the evaluation instrument at the next scheduled meeting in March.

Meeting ended at 7:00 p.m.