

**Milford Board of Education**

Meeting Minutes  
October 22, 2012

**Board members present:**

Tracy Casey  
Suzanne DiBiase  
George Gensure  
Susan Glennon  
Dora Kubek  
James Maroney  
Beverley Pierson  
Christopher Saley  
Mark Stapleton  
Earl Whiskeyman

**Administration present:**

Dr. Elizabeth Feser  
Michael Cummings  
James Richetelli  
Susan Kelleher

**I. CALL TO ORDER**

The Milford Board of Education held a board meeting on Monday, October 22, 2012 in the Board Room in the Parsons Complex. Mrs. Casey called the meeting to order at 7:00 p.m. with the reciting of the Pledge of Allegiance.

**II. MILFORD'S PROFESSIONAL LEARNING AND TEACHER EVALUATION PLAN**

Dr. Feser told the board that the plan is step 2. The board has heard a lot about the framework but this will be how the district will implement the plan. She then turned the meeting over to Mrs. Krois.

Mrs. Krois then shared a PowerPoint with the board. The PowerPoint is attached.

Mrs. Krois began her presentation by explaining that in May 2010 the State Department of Education unveiled Public Act 10-111 which mandates boards of education to put new guidelines in place for the teacher evaluation process. The state told the districts that they must implement the plan in the 2013-14 school year. It would take time before the state would provide the guidelines to the districts.

Milford was proactive in their development of the plan. A committee of teachers and administrators began the work to develop a framework in the summer of 2011. The plan is complete and was sent to the state at the middle of October.

Mrs. Krois then reviewed past practices of the professional learning, instructional practice and goal setting, observations, student learning outcomes and annual performances and how each will change in the 2013-14 school year. She told the board the primary goal of the Professional Learning and Teacher Effectiveness and Performance Evaluation Plan is to strengthen and grow individual and collective instructional practices in order to improve student achievement.

She further told the board that there six components grouped into three categories in the plan. They are:

- 1)Teacher Performance and Practice
- 2)Feedback on Teacher Practice
- 3)Student Performance Growth

Milford is currently working on 1)Teacher Performance and Practice this year. The category consists of 45% Teacher Observation and Practice Profile (30% observation of teacher performance and 15% goal setting and professional learning and document collection and review); 45% Student Performance Growth (22.5% standardized assessment indicators and 22.5% district assessment indicators) and 10% Growth based on feedback on teacher practice (5% parent feedback on teacher practice and 5% student feedback on teacher practice).

Mrs. Casey told her she is struggling with “if 10% of the assessment is based on how a teacher is doing, how do know how a school is doing?” Mr. Cummings told her that there are other components of the plan that will be school based. There is an underlying theme within the plan that refers to collaborative work. However, there are concerns that individuals can be singled out and one or two parents can heavily influence the rating of a teacher one way or the other. There are things that need to be ironed out at the state level.

Mrs. Casey is concerned about how you make sure that the assessment is accurate.

Mr. Saley told the board that many people that come to the board meetings come to complain. How do make sure that 10% of the feedback from parents is valid and not an exaggeration?

Mrs. Krois told the board that schools will be looking at the feedback and then the school will set its own goals.

Dr. Feser reminded the board that Milford is 1 ½ years in the process of what the state is mandating next year.

Mrs. Krois then told the board the that substantial time will need to be spent looking at the pieces we have and developing strong assessments. CMT and CAPT will not be administered in a coming years.

Mrs. Krois then reviewed the process for this year. There are four formal observations for non-tenured teachers and three mini observations for tenured teachers. Each observation is written up and shared with the teachers.

Dr. Stapleton asked how parents will see that difference.

Mrs. Swift told him that the day to day practices have changed and improved across the classrooms. There is a lot of differentiation going on in the classrooms.

A couple of principals were asked to share their experiences so far. Mrs. Swift told the board there are 44 teachers at Orange Avenue she is responsible for evaluating. She shares 20 teachers with a Central Office administrator. They share four teachers together. They will do an observation together and then the administrator will do two by himself. She also told the board she does 15 minute observations but

each one takes approximately 90 minutes to write up. She told the board she has learned that she can go into a class at any time to observe. She then told the board the development of the framework and living to it is what makes it worthwhile.

Mr. Scarpetti thanked Dr. Feser and Mr. Cummings. He told the board that he sees the district is trying to be uniform across the district. This verifies clear expectations. The real merit is the teachers are being observed by different people. It enriches the observations.

Teachers spoke stating that they are learning from the observations. They welcome the observations and feedback. It is enlightening to learn from the observations.

Mr. Saley asked administration if there is an administrator plan in place. Dr. Feser told him that the state has implemented a teacher/administrator evaluation plan that will be implemented next September. She is working with administration of what pieces will need to be incorporated into a plan for the administrators.

### **III. PUBLIC COMMENT**

Cathy Berni – 96 Centennial Drive – She was very pleased with the presentation. She told the board this has been long overdue. She asked if the paraprofessionals, OTs, Speech Therapist etc. will be evaluated.

### **IV. BOARD COMMENT**

Mr. Whiskeyman said he had concerns when the plan was brought forward. However, he was very impressed with the presentation.

### **V. ADJOURNMENT**

Mr. Maroney made a motion to adjourn. Dr. Stapleton seconded the motion. The motion passed unanimously.

Meeting adjourned at 8:40 p.m.

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Pam Griffin  
Recording Secretary

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James Maroney  
Corresponding Secretary