



**North River Collaborative Board of Directors
Evaluation Sub-Committee**

Thursday May 23, 2019 – 9:00 AM

Agenda

I. Call to Order: The Personnel and Evaluation Subcommittee met in the Second Floor Conference Room at 9:00 AM. Present at the meeting were: Matt Ferron, Patty Oakley, Jeff Szymaniak, and Stephen Donovan.

II. Action Items

A. Reviewing the Process for Executive Director Summative Evaluation- Dr. Donovan presented a blank Summative Evaluation Report Form and his Educator Plan. He stated that Kelli O' Brien McKinnon will e-mail these documents to all Board members and that she would compile all the individual ratings and will draft the overall summative evaluation report for approval by the Subcommittee.

The Subcommittee decided that a sufficient due date would be Monday, June 3rd. They stated that this would give Kelli a couple of days to compile the individual evaluations and send it to the Subcommittee members. A Subcommittee meeting will be set for 8:30 a.m. on Friday, June 14th, before the Board meeting to finalize the combined document. The Subcommittee will present the combined document at this Board meeting.

B. Executive Director Contract: Dr. Donovan passed out his proposed contract. The subcommittee agreed to the salary increase of 2.2% which is a salary of \$163,520 for FY20. The Board will vote on this contract proposal at the next Board meeting on June 14, 2019.

Respectfully submitted
Stephen Donovan Ed.D.