

Nantucket Public Schools

School Committee
Meeting Agenda
Tuesday, July 20th, 2010
Nantucket High School Library

3:30PM Meeting

The Committee will open in regular session then move to an Administrative Turnover Workshop.

- I. Call to Order
- II. Welcome and approval of agenda
- *** The public may make comments after each agenda item
- III. Presentations and discussions of issues of interest to the Committee
- IV. Comments from the Public
- V. Committee discussion and votes to be taken
 - a) Transfers and Invoices
- VII. Sub-Committee, Liaison Reports & Acknowledgement
- VIII. Approval of Minutes: July 6th, 2010
- IX. Agenda for the next meetings:
 - a) August 11th, 2010 – District Goals and Superintendent Goal Workshop

3:40PM Workshop: Administrative Turnover

The Committee will adjourn and reconvene in an Executive Session for the purposes of discussing litigation strategy.

4:30PM Executive Session

This agenda does not guarantee that all items will be discussed or that additional items may be included at the meeting.

Administrative Turnover

Welcome Protocol-

Who are the welcome mat police?

What should be done?

Who will initiate the action?

Who will carry out the action?

Exit Interview-

What model will we use?

Who do we interview: admin, teacher, ta, families, esp?

Who interviews who?

Re Affirm:

Chain of command for staff/parents/school committee

Notes for School Committee Presentation
May 18, 2010

Walker Report Recommendation: Administrative turnover and leadership instability needs to be addressed by the School Committee.

**The issue of administrative turnover, especially at the principalship of the three schools, must be addressed. For all the wonderful reasons of living and working on Nantucket, these same reasons can lead to difficulty for school administrators. The School Committee needs to take ownership of why administrators leave their positions after relatively brief tenures.

**The School Committee needs to develop a plan for leadership stability. A sub committee or task force should be considered, comprised of administrators, school committee members, teachers and community representatives. This group would be charged with making recommendation to the whole School Committee on strategies for recruitment, retention, search process, supports, mentoring, professional development, active supervision, salary and benefits.

Melissa Bonvini-Murphy and Robin Harvey are the school committee representatives on the Student Support Services committee. Through the committee work we were charged with addressing the Walker report recommendation re: administrative turnover. Through discussion at the student support committee level we decided to interview all members of the administrative team. The interviews were voluntary and confidential. The administrators were sent a set of 16 interview questions prior to the meeting that would serve as our talking points. Ten administrators participated, three interviews were done on line and four did not participate. We held the interviews from 3/12 – 3/17. The following is a summary of bullet points representing the information discussed.

Points for the School Committee to consider...

- *Although we want our admin to be seen at events we do need to acknowledge that they do have their own lives and cannot attend everything.
- *When we hire administrators we have found that it is very important that they embrace the small community environment
- *We need to do a better job of presenting a positive force to the media, the acceptance of outside people needs to improve, we need to minimize small vocal groups and we ALL need to be role models in and out of school
- *Vision and long range planning, proactive no reactive, reach out to outside agencies and intergenerational activities, find out what our staff's passions are and embrace them
- *Need to cultivate skills in our own staff, should be looking 3-5 years out with PD
- *Need to do a better job with admin evaluation and mentoring
- *More clearly defined roles and responsibilities
- *The School Committee needs to be more supportive of our administrators. We could be better educated in educational initiatives. Boundaries are overstepped at times.
- *Need more of a welcoming protocol for incoming staff and administrators

*Offer longer term contracts, assistance in home purchasing.

*Need to support each other more.

*Need to do a better job of finding good fit. Very difficult for teachers to handle the admin turnover. Expectations not clear and concise.

We need to slow down when hiring. Need leaders who are interested in the community. Need to begin exit interviews for admin, staff and families!!

1. WALKER REPORT RECOMMENDATIONS & STUDENT SUPPORT SERVICES ACTIONS

Administrative turnover and leadership instability needs to be addressed by the School Committee.

ACTION: *See attachment #2- Administrative Survey Results.*

- *Robin Harvey and Melissa Murphy, School Committee representatives on the Student Support Services sub-committee, conducted an informal, confidential, and voluntary survey of current administrators to address this recommendation.*
- *They will bring this information to the full board for further policy review.*

2. ADMIN INTERVIEW QUESTIONS

- a. How do you feel about the NPS district?
- b. What has been good/enjoyable/satisfying to you in your time here?
- c. What has been frustrating/difficult/unsettling for you during your time here?
- d. How can we, the SC/The Superintendent enable administrators to make full use of their capabilities and potential?
- e. What training/support should be offered that you feel is not provided?
- f. Do we allow enough support and professional development for proper growth?
- g. How is the community and relations between departments? How can these be improved on?
- h. What improvements to help in these relations would you suggest?
- i. How would you describe the culture of the district?
- j. What can the district improve on to allow positive growth in the system?
- k. How is your performance measured and evaluated?
- l. How is the feedback delivered?
- m. How does the Superintendent and the SC handle motivation?
- n. How can this be improved?
- o. How are you managed on a day-to-day basis?
- p. Month to month basis?
- q. Are the expectations placed on you reasonable?
- r. What would you change?
- s. What aspects of the job do you feel are a waste of your time?
- t. How should the district make better use of the administrator's time and strength?

- u. What can the SC/Superintendent do to retain the best people?
- v. Does the SC involve themselves when they should not?
- w. Why do you choose to live on Nantucket?
- x. What is your opinion on the administrative turnover at NPS?
- y. What do you think the SC's role is in improving this, if you feel it needs to be improved?

3. ADMIN INTERVIEW QUESTIONS