

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for February 27, 2017, Regular School Board Meeting

VII. Items for Discussion and/or Reports.

3. Summary of Superintendent's Mid-Year Evaluation.
In the table file is Board Chair Pritchard's summary.

VIII. Superintendent's Report

B. Items for Consent Grouping

1. Personnel Items

a. Appointments.*

5. Event Workers for Rock N Roll Revival at the High School effective 02/24/2017:

- *Jan Gillen
- *Rochelle Bultman
- *Esme Etter
- *Rachel Reiland
- *Micaela McCain
- *Roxann McCain
- *Selena Wagner
- *Teresa Tillson
- *Heidi Paulson
- *Tamsen Hutton
- *Tara Bamonte-Grebis
- Amy Allin

* Conditional offers of employment are subject to successful completion of a criminal background check and pre-work screening (if applicable).

Summary of Superintendent Mid-Year Performance Appraisal
for Dr. Matthew Hillmann, Superintendent Northfield Public Schools
For the appraisal period of 7/1/16 to 1/7/17
Summarized by Board Chair, Julie Pritchard
February 27, 2017 Regular School Board meeting

For this review period, six of the seven School Board members completed the mid-year performance appraisal. Board member Goerwitz did not complete an appraisal as she took office after the review period. The evaluation form covers the many facets of the superintendent's job responsibilities. Board members provide numeric ratings on a 1-5 (1=low and 5=high) for 50 job responsibilities organized around ten major topics. In addition to completing the numeric ratings, board members provide additional comments.

Board Chair, Julie Pritchard compiled and summarized all board members' input for Dr. Hillmann. For the numeric ratings, means were calculated. While this scale should be interpreted more as categorical data rather than interval data, in an effort to provide a more "at a glance" interpretation, means were used for each item (as the range of values for each item is very small) If board members were unable to answer, they marked "UA" next to each item. This was also marked as part of the summary. All written comments by board members were shared verbatim, but were not attributed to a specific board member.

Board members gave Dr. Hillmann a very strong performance rating across all key areas. His overall average score was 4.7 on a 5-point scale across the 50 areas.

Board member's comments highlighted Dr. Hillmann's strong performance and his accomplishments during the first six months of his tenure as the new superintendent of Northfield Public Schools. Below are a few of the comments shared:

"I am amazed when I consider how much has been accomplished over the last six months such as big deal items, namely strategic planning, final steps of the approved facilities plan, and the new CVSEC district and then Dr. Hillmann's attention to the day-to-day needs such as thinking outside of the box on the substitute teacher shortage or the more mundane future needs such as the Bridgewater roof. The next annual report will be amazing."

"I have heard from parents, community members, and teachers how much they appreciate Dr. Hillmann's visibility in the community. One example: with the challenges of spinning up the new CVSEC district, Dr. Hillmann provided timely communications with community members with honesty and transparency."

"Without a doubt, one of Dr. Hillmann's greatest strengths is his effective communication skills. One of his first actions as a new superintendent was to establish his #Nfld Lead blog as an effective way of communicating with key district stakeholders. Dr. Hillmann frequently posts timely and informative

updates on what is happening in the district. I respect and appreciate his communicating not only the successes, but also where challenges still exist. I believe this approach will go a long way in continuing to maintain a high level of trust with both the school and broader community."

"Dr. Hillmann has already exceeded my expectations for fostering a shared commitment to high expectations for all students. He has supported district teachers and staff in their work with Northfield Promise, in their seeking new shifts such as Continuous Improvement, and in thinking how can we capitalize on all of their great structures and processes we have in place to do even better work. I am excited to see where the next steps will go with shepherding the vision and near term priorities."

"A superintendent faces a number of competing priorities, I am impressed with the way in which Dr. Hillmann, so early in his tenure as a new superintendent, has been able to very effectively deal with the day-to-day issues of running the district while simultaneously working toward achieving long-range goals."

"Dr. Hillmann is particularly good at communicating and at building relationships, and these seem to be priorities as the beginning of his tenure as superintendent."

"Dr. Hillmann demonstrates exceptional leadership and commitment toward achieving the district goals."

"Overall, Dr. Hillmann's leadership and vision have proven as outstanding as I had hoped. What I most appreciate is how even though he is not new to the district, he has taken time in his new role to evaluate what is working and what could be working even better. I have heard from teachers there is a positive sense of expectations and hope for the work ahead."

In summary, board members gave Dr. Hillmann a very positive evaluation for his first six months as superintendent. The numeric ratings board members assigned as well as their narrative comments gave strong support for his performance. Board members expressed great confidence in his leadership and his vision for moving the district forward.

To: Human Resources
From: Tom Graupmann
Date: February 24, 2017
RE: Event Workers (Job ID #1526)

I recommend for hire all individuals listed below (for Rock 'n Roll Revival):

JAN GILLEN
ROCHELLE BULTMAN
ESME ETTER
RACHEL REILAND
MICAELA MCCAIN
ROXANN MCCAIN
SELENA WAGNER
TERESA TILLSON
HEIDI PAULSON
TAMSEN HUTTON
TARA BAMONTE-GREBIS
AMY ALLIN