

Becky Regula

From: Sarah Holmgrain <sholmgrain@pcsd.us>
Sent: Monday, August 2, 2021 9:19 AM
To: Assembly
Subject: Borough Manager Contract

Dear Assembly,

I thought I would share with you what the School Board does each year of Erica's contract, whether it's up for renewal or not. Maybe you already do something similar or are familiar with our process so I apologize if this is information you are already aware of.

The Board administrative assistant sends out an online survey to all staff each year. It is one tool we use when reviewing Erica's performance and goals. We ask the staff to complete the anonymous online survey over the course of a week. That feedback is then shared with us via email, and privately, so that we get a better understanding of what staff is experiencing with Erica at the helm. The survey itself is multiple choice with an area at the bottom to add comments and additional feedback. We only know so much as the Board and you are in a very similar situation. You are not in the Borough offices day to day and often administrators, exempt employees, and staff that work the closest with Erica, or in this case Steve, would be able to really give you some feedback that would be helpful in your review. I believe the hospital board also does a similar anonymous survey with the staff at PMC when reviewing Phil.

We also have a community wide survey each year but that has proven less helpful in reviewing Erica's overall performance. That survey is helpful in other ways.

If you would like a copy of the survey we send to staff to revise to make it align more with Steve's responsibilities we would be happy to share it.

Sincerely,

Sarah Holmgrain, President
Petersburg School District Board of Education
www.pcsd.us

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