

Superintendent Search Preliminary Screening Committee Meeting
Monday, January 4, 2021
12:00 PM-12:50 PM
Remote via Zoom

Superintendent Search Preliminary Screening Committee Members Present: Helen Charlupski (Chair), Dimitry Anselme, Suzanne Federspiel, and David Pearlman.

School Staff Present: Joe Russo and Robin Coyne.

Others Present: Massachusetts Association of School Committees (MASC) Executive Director Glenn Koocher, MASC Field Director Kathleen Kelly, and MASC Communications Director Jenifer Handy.

1) Approval of Minutes

On a motion of Ms. Federspiel and seconded by Mr. Pearlman, the Superintendent Search Preliminary Screening Committee voted unanimously (by roll call) to approve minutes from the December 4, 2021 meeting.

2) Materials for January 11, 2021 Meeting with the Superintendent Search Public Advisory Committee (SSPAC)

Ms. Charlupski will do the following: contact the Assistant Town Clerk regarding the swearing in of SSPAC members; share draft Interview Questions with SSPAC members; email the SSPAC members with updates; and prepare an agenda for the January 11, 2021 meeting.

Mr. Koocher and Mr. Pearlman will collaborate on how best to present the survey responses. There have been 371 responses. Reminders will be sent to staff, students, and families. Ms. Coyne will send the Committee members the Superintendent Candidate Profile document from the last search.

3) Scheduling of Meetings

The SSPAC Organizational meeting is January 11, 2021. Applications are due January 15, 2021.

The Committee discussed tentative future meeting dates:

Review applications to decide who to interview (Wednesday, January 20, 2021)

Interview applicants (Monday, January 25, 2021; Wednesday, January 27, 2021; Saturday, January 30, 2021; Monday, February 1, 2021; Wednesday, February 3, 2021; Saturday, February 6, 2021).

Discuss which candidates to put forward (Monday, February 8, 2021).

Week day time blocks: 4:30 PM-9:30 PM; Saturday time blocks: 9:00 AM-1:00 PM.

Ms. Coyne will survey Superintendent Search Public Advisory Committee members on their availability.

Mr. Koocher suggested recording the interviews.

4) Discussion of Next Steps

After January 11, 2021, Mr. Koocher will start to forward applications to Committee members. Ms. Coyne will send Mr. Koocher Committee member email addresses.

Members of the community should feel free to contact Mr. Koocher with suggestions for potential candidates.

The meeting adjourned at 12:50 PM.