

Superintendent Search Preliminary Screening Committee Meeting
Thursday, September 26, 2019
5:00 PM-6:00 PM
4th Floor Conference Room, Town Hall
333 Washington Street, Brookline, Massachusetts

Members present: Michael Glover (Chair), Susan Wolf Ditkoff (by phone), Jennifer Monopoli, and David Pearlman.

Other School Committee members present: Sharon Abramowitz, Helen Charlupski, and Suzanne Federspiel.

Staff present: Robin Coyne.

Others present: Meghna Chakabarti.

Mr. Glover called the meeting to order at 4:00 PM. He announced that Ms. Ditkoff will be participating remotely, by phone.

1) Approval of Minutes

On a motion of Mr. Glover and seconded by Ms. Monopoli, the Committee VOTED UNANIMOUSLY, by roll call, to approve the minutes of the September 19, 2019 meeting.

2) Review of Draft Request for Proposals

The Committee reviewed Mr. Glover's proposed changes to the draft RFP for a Superintendent Search firm (Attachment A).

Suggestions included the following:

Reword the schedule so that it provides some flexibility, but works towards a February 27, 2020 vote to appoint the next superintendent.

Add "(including educators)" after "school department employees" in 2C on Page 4.

Change "Manage" to "Assist" in II1g on page 9; check use of School Committee vs Superintendent Search Committee; make sure final tone is appropriate.

Review last RFP for wording on a failed search; ask that applicants in their proposals share their perspective on situations in which they have experienced a failed search and how they supported districts.

Clarify that the consultant will supply first drafts of document, e.g., the scoring rubric mentioned in 2e on page 9.

Change Reference Section on page 19 to the following:

Operating Budget: \$75,000-\$200 million

Student Population: 5,000-15,000

Employees: 800-2,500

(delete reference to square footage)

Reword last line of the first paragraph on page 16; change to "working groups comprised of community members."

Add more on organizing and facilitating community input and engagement.

Mr. Glover adjourned the meeting at 6:00 PM.