

Sudbury Public Schools
School Committee Meeting Minutes
September 15, 2017 10:00 AM
Town Hall Lower Level

Members Present:

Christine Hogan, Chair
Richard Tinsley, Vice Chair (participated remotely)
Margaret Helon
Lisa Kouchakdjian
Lucie St. George

Also Present:

Glenn Koocher, Executive Director MASC

Open Session

Chair Christine Hogan opened session at 10:02 A.M. Sudbury TV broadcast live.

Glenn Koocher advised the Committee as to options and process for searching for a superintendent to fill a vacancy. Included were the following points:

The school committee not required to do more than hire a superintendent in public and the school committee defines the process.

If the school committee wishes to entertain applications in confidence they must have a search committee, which includes less than a quorum of the school committee.

Mr. Koocher recommended the school committee determine what it would like to see in the next superintendent. Sudbury is a good district and a superintendent retiring is generally a positive. Surveys help garner input from different demographic points within the community.

Structure

Districts often take this opportunity to look at the overall structure and opt to look at sharing superintendent such as regional or union districts. Some examples are Concord Carlisle, Acton Boxborough and Somerset Berkley. There are some districts that take this opportunity to look at regional discussion. When there is a vacancy in the district you often see these discussions happening including independence of people's municipalities.

Different kinds of candidates look for particular kinds of setups and there are more superintendents looking for K-12 than K-8 and most candidates specialize in K-12.

MASC can help find appropriate candidates and can help plan for an alternate structure if that is an option SPS wishes to explore.

Some districts looking at changing overall structure will take an entire planning year and some will seek an interim superintendent while they plan structurally and administratively.

Search Committee Recommendations

1. Keep it small (7-11) including representation from middle and elementary schools and including parent representation from every level, citizen at large,
2. Think about what you want.
3. Cautions about faculty involvement as they immediately mobilize to be involved and will do what is best for them instead of what is best for us.
4. School committee appoints search committee

How to Choose Members of Search Committee

1. Ask for statement of interest to be sent to designated party with understanding statement of interest is not confidential.
2. Make clear the demographics you are seeking to be represented.

Make clear that if they express interest in serving on the search committee they must attend a search committee meeting and give the date and time.

Imperative you make it clear the search committee makes recommendations to the school committee but it is ultimately the school committee's decision as to whom to hire.

Most times you get to the point where there is consensus and no need to vote. There are times when certain members cannot serve on the search committee due to conflicts of interest. Members of search committee should all have equal standing.

External Firm or Internal Resources

Many districts handle their own searches without utilizing search firms. Considerations:

1. How much assistance you need and services provided by internal and external possibilities.
2. Online postings

MH: Of the superintendent searches in Massachusetts, how many of the superintendents hired are Massachusetts's residents.

GK – very few out of State.

In-House Candidate

If there are possible in-house candidates they go through an internal process and the community usually follows the lead of the school committee.

Finalists

School committee determines how many finalists to be brought forward and must be certain ones you proceed with to this point are only applicants you wish to have as your superintendent.

While school committee has ultimate decision they usually accept recommendation of the search committee.

Would make a vote to hire the superintendent on a mutually acceptable date and can request interim after a certain date of the year.

Ultimately would like to have a decision before the end of 2017.

Possible next steps

1. Proceed with process to find permanent superintendent
2. Take time to consider whether there might be some structural period to plan for the superintendent
3. Internal candidates
4. How much support might need for search
5. Recommendation about whether to interview internal candidates
6. Number of people we want to see
7. Any other special instructions might want to give them regarding priorities – finance, rebuilding, exploring alternate structures where share superintendent

Meeting adjourned at 11:46 AM

Respectfully Submitted,
Christine Hogan