

Attleboro Public Schools
Attleboro, Massachusetts
School Committee Meeting
Wednesday, December 13, 2012
School Committee Conference Room - Attleboro High School
Minutes

Present: Michael Tyler, (At Large), Chairman, Brenda Furtado (Ward IV), Vice Chairperson, Barbara Crow, (At-Large), Secretary, William Larson, (Ward II), Christopher O'Neil (Ward III), Frances Zito, (Ward V), Kenneth Parent, (Ward VI), David Murphy, (At Large)

Absent: Teri Enegren, (Ward I)

Also Present: Judy Nelson, Recording Secretary.

The meeting was called to order at 8:00 p.m.

Salute to the Flag: Mr. Tyler led the Committee in the Pledge of Allegiance.

Notice of Electronic Recording: Chairman Tyler noted the meeting was being electronically recorded.

Statement of the Chairman: Mr. Tyler made a brief statement (attached hereto and therefore made a part hereof). The Chairman encouraged members to revert back to displaying professional and dedicated focus so that the district can continue to build on its recent achievements. This statement was based on the board governance policies.

Mr. Tyler explained the purpose for tonight's meeting was to:

- Review the preliminary findings of the Focus Group Phase I;
- Discuss the Advertisement for the Superintendent position; and
- Discuss the Job Description.

Mr. Murphy briefed the committee on the focus group process and referenced the bound report (attached hereto and therefore made a part hereof). This contains raw data and feedback from the focus group meetings. There were 200+ participants. These are the preliminary findings. The formal preliminary assessment will be completed by January.

The PowerPoint was reviewed (attached hereto and therefore made a part hereof) which explained the information obtained; the purpose for obtaining this information; the process for obtaining this information; the thesis of the Comprehensive Assessment; what we are doing right; the challenges ahead; improvements needed to be made; the top 100 characteristics, attributes, and adjectives the community would like to associate with the next Superintendent; and what will happen next.

Mr. Tyler asked members for any further input.

Ms. Crow stated due to hospitalization she was unable to attend the focus group meetings but, did respond to constituent e-mails and is available should anyone have further questions or concerns.

Advertisement: The Committee discussed the Advertisement contents. Suggestions and edits were made (see attached Superintendent Advertisement document): The following edits were made:

First Paragraph: third sentence shall read as follows: The School committee is seeking a leader with a 21st Century educational vision who will cultivate a culture of collaboration and empowerment amongst students, staff, and families in order to sustain and build upon that progress.

The committee stressed the importance of the 21st Century educational vision as this would continue to bring the district forward in the direction needed.

Second Paragraph shall read as follows: The successful candidate will be expected to build constructive relationships with varied constituencies, appreciate the opportunities inherent in a diverse population of students, and exhibit a professional level of expertise in the complex components of a large school system, including special education, early childhood programming, English Language Learner services, and a comprehensive high school.

Ms. Crow stressed the importance of special education background due to the need in the district.

Ms. Furtado noted a new vision may be needed down the road to take Attleboro to where we want and need to go.

Mr. Parent commented the qualifications as written appeared simplistic and would work for this stage of the process. Mr. Parent suggested the language describing expertise needed to include English Language Learner as this is very important to Attleboro.

The committee discussed certification and/or license preferences. The committee would like to draw as wide a pool as possible at this time. The committee will keep the qualifications as preferred not must have. The Committee does not want to discourage applicants. The qualifications were mirrored by what MASC would recommend an advertisement should include.

The following qualifications were discussed and finalized;

Qualifications:

- A license or eligibility to be licensed as a Superintendent of Schools in Massachusetts.
- A Masters Degree is required, a doctorate is preferred.
- A minimum of 10 years of experience in education, including classroom and building-based leadership.
- A vision that incorporates the critical role of emerging technologies in a 21st century school system.
- Proven success in issues related to school finance, special education, curriculum development, collective bargaining, diverse populations, and governmental relations.
- Outstanding communication skills that will effectively promote Attleboro's extraordinary progress in student achievement and the remarkable level of dedication exhibited by educators throughout the Attleboro school system.

Compensation: the compensation will be addressed during an Executive Session following this meeting.

Application Deadline: The application deadline timetable was discussed. The committee believes a month would be sufficient time to draw a good pool of quality candidates. The committee discussed the deadline date. It was decided 2/1/13 would be sufficient time. The committee will discuss at a later time the transition process and if there will be a need for any shadowing before the new superintendent begins on July 1st. The application deadline section will read as follows:

Application Deadline: February 1, 2013
Appointment: Mid to late April, 2013
Starting date: July 1, 2013

The documents that will be submitted were discussed. Mr. Tyler believes this is standard procedure. This will be reviewed to ensure the following documents are necessary:

Please submit:

- Application.
- Resume and/or Curriculum Vitae.
- Transcripts detailing all post-secondary degrees.
- Three letters of recommendation.
- Personal Statement: Please describe your short-term and long-term goals for the Attleboro School District, if you were to become the Superintendent of Schools.

The committee agreed that the Job Description for this position should be consistent with the information discussed this evening. Mr. Tyler asked the Policy Chairperson, Ms. Furtado to place this on an Agenda within the next few months to update and finalize.

Mr. Tyler noted the access to the submitted documents will be limited. The applications will be forwarded as follows:

Apply to:
Superintendent Search
c/o Chairman Michael Tyler
Attleboro School Committee
100 Rathbun-Willard Drive
Attleboro, MA 02703

Or send ALL materials as PDFs to search@attleboroschools.com

A motion was made to approve the advertisement as discussed pending any changes that might be discussed tonight during Executive Session: Discussion: None: Vote: 8-0. Motion passes.

Advertising Options: The committee reviewed and discussed advertising options: (see attached Advertising Options Chart and MASC Recommendation document attached hereto and therefore made a part hereof).

Mr. Tyler noted MASC as well as teachers have also recommended several free websites that are available. The school committee plans to utilize all these options as they are at no cost to the district.

Mr. Murphy elaborated on the different options presented in the document.

Mr. Tyler asked for any questions and/or concerns.

Ms. Furtado noted the district has not had a good success rate with the Boston Globe.

Mr. Parent agreed noting the cost of both the Boston Globe and the New York Times. Mr. Parent agreed with the following two options: Education Week at a cost of \$1,800 and the use of the Sun Chronicle

Mr. Larson agreed with this short list noting the free use of School Spring and the other free network options.

Mr. Tyler explained the committee would plan accordingly for the costs to ensure the availability of the necessary.

A motion was made to approve the advertising options of School Spring, Education Week, and Sun Chronicle along with the use of all free outlets available to the district: Discussion: None: Vote: 8-0. Motion passes.

A motion was made to enter Executive Session to conduct strategy session in preparations for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. The committee will not return to Open Session:

Roll Call:

Mrs. Zito:	Yes
Mr. Larson:	Yes
Mr. Parent:	Yes
Ms. Crow:	Yes
Mr. Tyler:	Yes
Ms. Furtado:	Yes
Mr. Murphy:	Yes
Mr. O'Neil:	Yes

Vote: 8-0: Motion passes

Meeting adjourned at 9:22 p.m.

Respectfully submitted,

Barbara Crow, Secretary

Attachments:

1. Agenda dated 12-13-12
2. Chairman's Statement
3. Superintendent Search Power Point
4. Advertising Option Chart and MASC Recommendations
5. Superintendent of School Advertisement

