

## Superintendent Candidate Profile Task Force Meeting #2

2/16/17; 5:30 PM, Oliver Ames Simmons Hall

In attendance: Jesse Barnett, Sue Hadge, Lauren Egizio, Michelle Durrance, Lisa Cary, Jon Fass, Meredith Lamb, Laurie Han,

Absent: Karen Rogers, Matthew Borushko

1. With a vote of 7-0, the minutes of the Task Force meeting of 2/11/16 were approved.
2. Establishment of meeting norms:
  - a. Length of meetings limited to 90 minutes
  - b. When determining future meeting dates majority rules.
  - c. Meetings start with in 10 minutes of posted start time, once a majority of members are present.
3. As decided last meeting, 20 minutes allotted for discussion of three key items:
  - a. Other District Superintendent Searches:
    - i. Hadge and Han led a discussion regarding other searches in Massachusetts.
    - ii. A created Google Doc of districts, Finalists and their education and experience was presented and discussed.
    - iii. Overall comments by the group were:
      1. The same names seem to be repeated in several searches.
      2. Some names were familiar, having appeared in recent Assistant Superintendent and Superintendent Searches in Easton.
      3. Finalist candidates consist of mostly assistant superintendents, some principals and a few veteran superintendents.
      4. Some hires were internal without a search (ex: Mansfield), others external searches.
      5. At least 12 searches open currently
      6. We need to complete information regarding education and experience of the finalists before the next meeting.
      7. Offered salaries, if they can be determined, would be relevant information to add.
  - b. Discussion of the NESDEC “successful candidate profile” in context of the District’s Strategic Objectives (Family & Community Engagement, Ensuring the Social & Emotional and Physical Well-being of All Easton Students, Resource Efficiency & Attainment, Advancing Student Achievement) and District Plan:

- i. Barnett, Durrance and Lamb led the discussion, connecting the NESDEC document to the 13 page 2016-2018 District Plan by comparing the district goals & the candidate profile.
  - ii. While there were many similarities, there were some actional items that were not articulated in the candidate profile.
  - iii. With regards to all requirements, demonstrated actions, nit just words are needed
  - iv. Importantly, of the numerous bullet points in the NESDEC document, given the events of the 1.5 years, strong communication skills are *essential*.
    - 1. Not just provide information, but be able to “create, communicate & convince”.
    - 2. Be collaborative, communicative and relatable.
    - 3. Inform and engage the community as an advocate for the schools: where we are, what we need, what the investment is and what results can be expected.
    - 4. Be able to work with town leaders to secure necessary resources.
    - 5. Build relationships with business leaders in the community.
    - 6. Enable community understanding of the budget and its limitations.
    - 7. Develop new means of communication and update/maintain existing means of community outreach – for example, the Action Plan on the website is not a living document and some items need to be updated so the community knows what has been accomplished (While budget planning starting with building level meetings this is still listed as not done).
  - v. Also of high importance is a commitment to build in-district quality Special Education to reduce out of district costs and the ability to explain to the community how this benefits all children in the district.
  - vi. Have the ability to maximize the yield of limited PD dollars by seeking out high quality PD outside of the district and by taking advantage of the skills of our existing educators, such as “teachers teaching the teachers” to share best practices.
  - vii. Be reflective and data driven in developing and evaluating educational models.
  - viii. Be experienced in seeking grants and other outside funding opportunities.
  - ix. The district leader needs to respect our Core Values and ensure that the District Goals align to our Core Values.
- c. Discussion of the NESDEC “successful candidate profile” in context of the Superintendent Evaluation Rubric

- i. Egezio, and Cary led the discussion, connecting the NESDEC document to Department of Elementary and Secondary Education’s Superintendent Evaluation Rubric:
  - ii. There are 4 standards. Each of the NESDEC bullet points were placed under one of the standards.
  - iii. The original 35 NESDEC bullet points were narrowed down to 20 within the rubric framework
  - iv. Discussion of the Standards led to a few edits:
    - 1. Within Instructional Leadership, standard I: A reference was added to STEAM, Special Education and Athletics.
    - 2. Under Management & Operations, Standard II: Advocacy was added.
    - 3. Within Standard III, Professional Culture: Preparation for success in postsecondary education was changed to “prepared to succeed in postsecondary education, the workforce or the military.
    - 4. Within the rubric, a reference to equity and to securing necessary technology was added.
- d. Next Steps
- i. The Task Force decided unanimously to move forward with the rubric format as an efficient means of communicating our recommendations for a “Successful Superintendent Candidate” adapted from the original 2014 NESDEC document.
  - ii. Egizio offered to edit the rubric document for the next meeting
  - iii. Cary offered to provide available offered superintendent salaries, for the School Committee’s information.
  - iv. At the next meeting, the committee with review and edit the rubric.
  - v. The summary table of superintendent finalists & qualifications will undergo final edits with names of the districts and finals removed.
  - vi. A brief narrative will be written at the next meeting to further communicate the Task Force findings
  - vii. The rubric, the summary table and the narrative will be provided to the School Committee in advance of the March 3<sup>rd</sup> SC meeting.
- e. Next Meeting: 2/22/17, 7:30 PM, 50 Oliver Street, 2<sup>nd</sup> floor, if available.

Submitted: Laurie Han MD