

Chair, R. Cohen, called the meeting to order at 6:10 p.m. in the Central Office Conference Room.

Present: A. Bonavita, B. Burbank, D. Juzba (arrived at 6:15 p.m.), C. Mineo, S. Reed, W. Rua, & R. Clickstein

R. Cohen turned the meeting over to Mr. Clickstein who thanked Mrs. Rua for gathering information from MASC to help facilitate the Superintendent Search. He then reviewed a proposed new timeline.

Next, Mrs. Rua explained the purpose of the site visits according to MASC. Mr. Clickstein then explained how the site visits would proceed stating that three Committee members should attend each site visit. The findings from those three members will be shared with the whole Committee.

At the conclusion of the discussion, it was the consensus of the Committee to conduct the site visits on Monday, April 10, 2017. The site visit to the senior high school on behalf of Mr. Lemanski will be conducted by Mr. Mineo, Mrs. Rua, and Mrs. Juzba, who can only stay for the morning session. R. Cohen volunteered to take Mrs. Juzba's place for the afternoon session. The site visit at central office on behalf of Dr. LeClair will be conducted by Mr. Burbank, Mr. Bonavita, and Mrs. Reed.

Next, the Committee reviewed the list of suggested individuals who will be included at each site visit from the sample provided by MASC. Upon review, Committee members said the list was very inclusive. They also added to the list of individuals with whom to meet Police Chief Eric Gillis; Personnel Director, Coleen Gruska; Fire Chief Alan Sirois; and Building Maintenance Director, Douglas White. In addition, the Committee agreed that each finalist should also be asked to suggest parents to be interviewed.

After a brief review, Committee members approved the *Site Visit Rating Form* provided by MASC.

Next, Mr. Clickstein reviewed the following schedule of events:

- Wednesday, April 5th from 6:30 – 7:30 p.m.– *Meet & Greet* with two finalists at the Junior High School library and teacher's cafeteria
- Thursday, April 13th at 6:30 p.m. – Finalize questions, deliberation sheets, and process in Central Office conference room
- Tuesday, April 25th at 7:00 p.m. – Regular School Committee meeting in the Doering School Auditorium
- Tuesday, April 25th at approximately 7:15 p.m. – Second round of finalist interviews in the Doering School Auditorium
- Thursday, April 27th at 7:00 p.m. – Deliberations and final vote for Superintendent in AHS Library
- Thursday, April 27th – at conclusion of deliberation, conference call to the new Superintendent-Elect of Schools

At the conclusion of that review, Mr. Clickstein explained that each finalist's second interview will consist of 7 questions (1 question per Committee member) and would last for approximately 30 to 45 minutes. The first interview will start at 7:30 p.m. and conclude no later than 8:15 p.m. The second interview will begin by 8:30 p.m. and conclude no later than 9:15 p.m.

Next, Mr. Clickstein discussed who would make reference calls for each finalist. It was agreed that references for Dr. LeClair will be contacted by Mr. Mineo and Mrs. Rua. References for Mr. Lemanski will be contacted by Mrs. Juzba and Mrs. Reed. Mr. Clickstein also pointed out that tips for making reference calls were also included in the packet of materials from MASC. He noted that reference calls can be made from March 31st to April 13th.

During discussion, it was the consensus of the Committee that Connect Ed and Connect City messages regarding the April 5th *Meet & Greet* should be made on Sunday, April 2nd, and on Monday, April 3rd. It was also agreed that feedback sheets will be furnished at the *Meet & Greet* in order to receive community feedback.

Prior to adjournment, R. Cohen thanked Mr. Clickstein and Mrs. Ferioli for all of their efforts regarding the Superintendent Search. He also thanked Mrs. Rua for researching how to conduct a search for a new school superintendent with MASC and sharing the information MASC provided.

There being no further business, on a motion made by W. Rua, 2nd by C. Mineo, the Committee voted to adjourn.

Vote: 7 - 0

Time: 7:19 p.m.