

Barre Unified Union School District
Superintendent Search Committee Meeting

Thursday, May 2, 2024

5:30 - 7:30 pm

Barre City Elementary School Library Conference Room, 50 Parkside Terrace, Barre

In-Person: Barre City Elementary School Library Conference Room, 50 Parkside Terrace, Barre

Virtual Option: Click the link below to join the meeting remotely:

Meeting ID: meet.google.com/tye-ttnh-hwd

Phone Numbers: +1 267-544-7652 PIN: 800 063 055#

AGENDA

PLEASE NOTE:

- If you attend the meeting virtually and the video link fails, we will still proceed with the meeting at the assigned in-person location.
- You must state your name for the record to satisfy the Open Meeting Law.
- Public comment is welcomed and limited to 2 minutes per agenda item. The committee will hear public comments and questions, but won't respond directly during public comments. This can feel impersonal but is in place to allow the committee to stay on task and address the work of the committee for that meeting.

1. Call to order
2. Review of agenda, amendments
3. Public comment
4. Executive Session (1 V.S.A. § 313 (3) the appointment or employment or evaluation of a public officer or employee...)
 - a. Identify viable candidates based on search criteria and candidate materials
 - b. Create interview structure
 - c. Finalize questions for candidates, and ensure all questions and statements are legal.
5. Committee Communications
6. Adjournment

Committee Materials and Resources:

- www.buUSD.org/superintendent-search
- [Superintendent Job Posting](#)
- [BUUSD Superintendent Search Committee Charge](#)
- [BUUSD Board and Search Committee Protocols and Agreements](#)
- [4.25.24 Draft BUUSD Superintendent Search Timeline](#)

BUUSD

Superintendent Search Committee

Meeting Minutes

04/25/2024

Members present: Mary Bowers, Nancy LeClerc, Garret Grant, Alice Farrell, Lisa Perrault, Tracy W, Search Consultant

Member absent: Amanda Green

Guests: M Goodridge Miller, Rebeca Busker

The meeting was called to order at 1:06 by Consultant Tracy W. An introduction of the purpose of the committee, statutory requirements, Open Meeting Law requirements, and committee norms was held.

Motion to approve agenda: Nancy LeClerc, moved, Garret Grant, second. All in favor. Motion carried.

Introduction to Committee by Tracy W, Search Consultant: A discussion was held in regard to the roles of the committee and conduct of business. Decisions are made by the committee, not by individual members then forwarded to the full Board for final decision. The Committee will use consensus as a method of agreement and all voices will be heard before coming to a conclusion.

The Committee charge as previously presented was reviewed and read. (Agenda 3b attached)

It was noted that there now is a Superintendent Search tab on the BUUSD website which can be used for full public knowledge of the process and activities <https://www.buUSD.org/superintendent-search>.

The public may participate both in person and online when applicable.

The Consultant advised about the use of social media regarding the Superintendent Search Committee and warned that members of the committee should exercise caution when using social media as well in their conversation and communication chains among and between fellow members of the committee. Communication should respect the confidentiality of the meeting information and be in accordance with the Open Meetings Law. Executive sessions are to be conducted according to statute to protect the confidentiality of all concerned with the Superintendent search and all final decisions are to be made by the full Board. Robert's Rules of Order will be used for the conduct of meetings.

Election of Chair and Clerk:

Nominations for Chair: Nancy LeClerc, nominated by Alice Farrell, second Lisa Perrault, second. All in favor. Motion carried. At this point in the meeting, Ms. LeClerc assumed leadership of the meeting.

Nominations for Clerk: Alice Farrell, nominated by Nancy LeClerc, second, Garret Grant. All in favor. Motion carried.

A review of Board and Committee norms took place. (attach 4 a) Numbers 1-8 consisted of approved Board norms, numbers 9-17 outlined Search Committee norms. It was noted that #15 applies to both groups. It was noted that should any member of the Board or Search Committee violate #15, the action must be reported to the Consultant and appropriate action by the Board will result. Such action will be taken on a case-by-case evaluation. It was stressed that members of the Search Committee are public officials and are expected to act as such in regard to both open meetings and executive sessions.

Motion to adopt 4 a: Lisa Perrault, second: Garret Grant. All in favor. Motion carried.

Discussion of 4 b: time will be set aside at each meeting to review public input, talking points, and feedback. A recap of each meeting will be held upon the conclusion of said meeting to assure the integrity of the committee and for an update to the community.

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Superintendent Search Committee Meeting

4/25/2024

Discussion of 4 c: Consultant activities: assist applicants with information regarding Vermont educational licensing; district information and community information. All information concerning applicants remains confidential until the full Board releases said information. The Search Committee ceases to exist upon interviews of candidates by the full Board.

Future Meeting Schedule:

May 2, 2024 5:30-7:30 pm in person with virtual option

May 8, 2024 8:00 AM to 4 pm Candidate Interviews In person only

May 15, 2024 4:00-6:00 pm Finalist meeting in person and virtual option

All meetings will take place at Barre City Elementary School Library

Motion to approve meeting schedule: Garret Grant; second: Brenda Waterhouse All in favor. Motion carried.

There was no public comment offered.

Motion to move to executive session for the purpose of discussing candidate evaluation criteria per 1 VSA 313 (3) 1 V.S.A. § 313 (3) the appointment or employment or evaluation of a public officer or employee...

Moved: Lisa Perrault; second Garret Grant

Motion to adjourn: Garret Grant; Second: Lisa Perrault

The meeting adjourned 3:43pm.