

BOARD OF EDUCATION MEETING
JR./SR. HIGH SCHOOL LIBRARY
SEPTEMBER 18, 2012

MEMBERS PRESENT: Mr. Steven Cerne, Mr. Michael Breeden, Mr. Michael Byrnes, Mr. Colin Campbell, Mr. Scott Henderson, Mrs. Kristen Pinker

ABSENT: Mrs. Barbara Henry

OFFICIALS PRESENT: Ms. Lisa Almasi, Director of Finance

ALSO PRESENT: Mr. William Silky, Castallo & Silky; Mrs. Lucinda Karstedt, Director of Information Technology

At 6:02 p.m., Mr. Cerne called the meeting to order and asked those present to join in the Pledge of Allegiance.

**Call to
Order**

Mr. Campbell made a motion, seconded by Mr. Breeden to approve and accept the consulting agreement with Castallo & Silky. Carried unanimously.

**Approved
consulting
agreement**

Mr. Silky reviewed the notebook that contained the Superintendent Search Process with the Board of Education.

**Reviewed
search
process**

The Superintendent Search Timeline was set as follows:

**Finalized
timeline**

- ◆ October 19th – Profile interviews will be conducted in the district. The Board will meet to finalize the Superintendent profile (7:00-8:00 p.m.)
- ◆ October 29th – The announcement brochure will be completed and mailed.
- ◆ December 1st – Final date for receipt of applications.
- ◆ December 13th – Constituent groups will meet for training and preparation for interviewing (5:00-6:30 p.m.). The Board will meet to review the slate of candidates and decide on those for initial interview. The Board receives training and preparation for interviewing (6:45-9:45 p.m.).
- ◆ January 7th, 8th and 9th – First round of interviews with the Board (6:00, 7:00 and 8:00 p.m. or 7:00, 8:00 and 9:00 p.m. each night)
- ◆ January 22nd, 23rd, and 24th – Second round interviews with the Board and constituent groups (Board of Education dinner and interview 7:00-9:00 p.m. each night).
- ◆ January 28th – Representatives of each constituent group meet with the Board to discuss their written report; the Board tentatively decides on the finalist (6:00 – 8:00 p.m.).
- ◆ Week of January 28th – Board does site visit of finalist.
- ◆ Week of February 11th – Board selects a new Superintendent.
- ◆ By March 1st – Board announces new Superintendent.

- Enter executive session** At 6:35 p.m., Mr. Cerne made a motion, seconded by Mr. Campbell to enter Executive Session to discuss internal candidates. Carried unanimously.
- Regular session** At 6:45 p.m., Mr. Cerne made a motion, seconded by Mr. Campbell to return to Regular Session. Carried unanimously.
- Discussion of involvement of stakeholder groups, doctorate, residency & salary** Reviewed data gathering interviews for profile of new Superintendent and identified groups to be interviewed to establish position profile.
- ♦ Stakeholder groups were discussed.
 - ♦ It was decided that a doctorate would not be a requirement.
 - ♦ It was decided that residency would be preferred, but not required.
 - ♦ The Board set the salary up to \$160,000.
- Discussed advertising outlets** Mr. Silky suggested the Board advertise in the National Superintendents' Association, the AASA, and New York State Council of School Superintendents (NYSCOSS). The Board agreed.
- Discussed development of brochure** Mrs. Pinker will be the point person for the brochure coordination. Ms. Almasi and Mrs. Thomasulo will supply information and pictures to Mrs. Pinker, who will forward them to Castallo & Silky.
- Adjourn** Mr. Cerne made a motion, seconded by Mr. Breeden to adjourn the meeting. Carried unanimously.

The meeting was adjourned at 7:42 p.m.

Respectfully submitted,


 Lisa A. Almasi
 District Clerk