

## **SCHOOL COMMITTEE**

**(Official Report)**

### **Special Meeting**

**July 28, 2015**

Called for 10:00-11:30 AM in the Dr. Henrietta S. Attles Meeting Room, Cambridge Rindge and Latin School, 459 Broadway, Cambridge, for the purpose of discussing the Superintendent Search Interview Committee Make Up and the Proposed Superintendent Search Timeline.

Members Present: Ms. Cronin, Mr. Fantini, Mr. Harding, Ms. Kelly (participating remotely), Ms. Nolan, Mr. Osborne and Mayor Maher

Also present: Barbara Allen, Executive Director of Human Resources  
Alanna Mallon, Mayor's Education Liaison  
Jefferson Smith, Mayor's Chief of Staff

Mayor Maher in the Chair.

A quorum of the School Committee being present, the Chair called the meeting to order at 10:10 AM.

Mayor Maher informed the Committee that Ms. Kelly would be participating remotely since she was out of the state. Information was distributed to the Members on the updated proposed Superintendent Search timeline (7/28/15), the Proposed Superintendent Search Interview Committee (SSIC) (7/28/15) and the 2015 Superintendent Search Interview Committee Self-Nomination Form (Draft).

Mayor Maher explained the reason for this special meeting. He noted that after further review, the proposed superintendent search timeline adopted at the July 14, 2015 special meeting did not coincide with the more recent changes to the Massachusetts Open Meeting Law which had changed significantly since the last search for a superintendent. He and Ms. Allen consulted with HYA, Mr. Koocher, Executive Director of MASC, as well as with Nancy Glowa, City Solicitor and Arthur Goldberg from her office. He indicated that the Law allows for one process being held in private. We had two phases originally which meant that when the School Committee interviewed the five semi-finalists, it could not be done in executive session and would have to be done at an open meeting. Unless you have the finalist pool very small, candidates would not be willing have their names released to the public. The Mayor felt that this revised timeline and process meets the criteria of the Open Meeting Law and allows us to move forward.

The Mayor noted that the biggest change going forward with that the proposed Superintendent Search Interview Committee (SSIC) would be adding three (3) School Committee Members to that stage of the process. If not, the Committee would go into the final interviews without having any input. We can't have more than 3 Members on the SSIC under the Open Meeting Law. However, the Mayor noted that adding 3 more people to the 15 person committee would make it at 18 which exceeds the recommended number. There would be a chance that some people may fit into more than one representative category. As consultants to the Superintendent Search Interview committee (SSIC), HYA would present resumes to the SSIC. HYA would make recommendations to the SSIC of the prospects that they believe the committee should interview but will make all resumes submitted available to the committee. The SSIC would select 5-8 individuals to interview. This phase is open to the Open Meeting Law and the SSIC would need to vote to enter into Executive Session in order to hold these interviews in private as to protect the identity of the applicants. At the end of this process the SSIC will recommend their top (3) finalists to the full School Committee for consideration and interviews which will be held at a public meeting. This process is similar to the recent Boston and Somerville searches.

The Mayor explained that after the School Committee interviews the top (3) finalists at a public meeting, the finalists would then visit the schools; attend community focus groups, stakeholder meetings, and larger "town meeting" style meetings to share their vision for CPSD with the broader community. He noted that currently it appears that we have 20-26 candidates who have submitted or are in the process of submitting applications to HYA. HYA is reaching out to others.

The Mayor opened the floor to questions and concerns.

Mr. Harding asked if it would be better to have the top 3 finalists visit the schools, attend the community focus groups, etc. prior to being interviewed by the full School Committee.

Ms. Nolan noted her concern of not being able to review the resumes or the full Committee not having any input until the 3 finalists are selected. Mayor Maher responded that there could only be one phase of the process held in private prior to the final decision. If the School Committee is the group reviewing the resumes, that would take the place of the one private phase of the search even though they are not conducting interviews. That would mean that all further meetings would be held in public. If you were interviewing 8 applicants, you'd have to release all their names making it difficult to keep the process confidential and attracting good candidates.

Ms. Kelly, participating remotely, spoke to how serious the responsibility is of the 3 School Committee Members who would be representing the Committee as a whole. She inquired about the process of determining the Committee's vision for a new superintendent.

Ms. Osborne noted that we need to have enormous confidence in HYA. He encouraged the Members to be well organized with their questions going into the final interviews.

Mayor Maher spoke about the online survey open for public participation. Information will be posted on the CPSD home page as well as on social media and sent out on the parents' listserv. HYA will work with us on a leadership profile. HYA will meet individually with the School Committee Members as well as with focus groups to obtain input for the Leadership Profile Report.

Ms. Cronin expressed the need for a consensus on the criteria necessary for the next superintendent. The Mayor indicated that we hired HYA to craft the leadership profile and that it would be presented to the full School Committee. If there is not a consensus, it would be refined.

Mayor Maher explained that Ms. Allen would act as an ex-officio member of the Superintendent Search Interview Committee. Ms. Allen would explain the interview process to the panel and provide some training.

Mr. Harding inquired if the Committee could see another leadership profile done by HYA for another district. Ms. Allen responded that she would provide the information to the Members. Ms. Allen explained that the leadership profile is based on input that HYA receives from the survey, community forum, resources, data points and authentic input.

Ms. Nolan expressed her concern for the need to come to a consensus as a group on the leadership profile with key variables being experience, testing and assessment. She noted her preference for a group meeting with the Members and the consultant.

Mr. Fantini asked if there was a deadline for applications. He inquired if there would be time for a vetting process with the candidates as has happened during the previous superintendent search with 2 committee members being assigned to a finalist and having an informal lunch. He inquired on the selection process of the 3 Members for the SSIC. The Mayor indicated it could start with self-nomination. Mr. Fantini indicated that he prefers meeting with the consultant on a one to one basis.

Mayor Maher explained that Ms. Allen and Ms. Mallon would share responsibility with coordinating with ICTS to make sure our website is kept up to date during the search process. He wants to be careful that accurate information is posted and that as decisions are made they will be communicated on the website and to the public. Ms. Cronin inquired as to the location of the link on the website. Ms. Allen responded that it would be on the CPSD home page, top right corner under Superintendent Search.

Ms. Nolan expressed her thoughts on increasing the number of educational representatives on the SSIC to possibly include paraprofessional or clerical representation.

Ms. Kelly (participating remotely) noted that the Committee should think about people who have different facets and not just fitting into one representative category feeling that the Committee would get a broader view point in this way.

On a motion by Mr. Harding, seconded by Mr. Osborne, on the following roll call, the School Committee voted to adopt the Updated Proposed Superintendent Search timeline dated 7/28/15 as presented by Mayor Maher: Ms. Nolan YEA; Mr. Osborne YEA; Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA (participating remotely); Mayor Maher YEA.

On a motion by Mr. Harding, seconded by Ms. Cronin, on the following roll call, the School Committee voted to adopt the amended composition of the proposed Superintendent Search Interview Committee (SSIC) dated 7-28-15 as presented by Mayor Maher to include three (3) School Committee Members:

Ms. Nolan YEA; Mr. Osborne YEA; Ms. Cronin YEA; Mr. Fantini YEA; Mr. Harding YEA; Ms. Kelly YEA (participating remotely); Mayor Maher YEA.

On a motion by Mr. Fantini, seconded by Ms. Cronin, it was voted to suspend the Rules for the purpose of reconsideration of the foregoing votes. The Rules having been suspended for the purpose stated, a motion to reconsider the foregoing votes, hoping the same would not prevail, failed of adoption.

Ms. Allen indicated that the 2015 Superintendent Search Interview Committee Self-Nomination Form would be posted on the CPSD website and through social media as well as hard copies being sent to parents, the community, and distributed at various community locations.

**Public Comment:**

The following individuals were heard:

- Lauren Gibbs, Newport Rd., re diversity of the Superintendent Search Interview Committee members
- Heather Nelson, representation on the Superintendent Search Interview Committee

On a motion by Ms. Cronin, seconded by Mr. Fantini, it was voted to close public comment.

On a motion by Mr. Fantini, seconded by Ms. Nolan, it was voted to adjourn (11:16 AM).

Judith T. Martin  
Executive Secretary to the School Committee

**Distributed Back-up Documents** (copies on file in the School Committee office):

- ✓ Updated Proposed Superintendent Search timeline 7/28/15 – presented by Mayor Maher
- ✓ 7/28/15 Proposed Superintendent Search Interview Committee (SSIC)
- ✓ 2015 Superintendent Search Interview Committee Self-Nomination Form (Draft)

