

The Special Meeting of the New London Board of Education was held on September, 2026 in the New London Public Schools' Welcome Center.

1. Call to Order

President Maynard-Adams called the meeting to order at 6:01 p.m.

Present for the Board of Education: President – Elaine Maynard-Adams
Vice-President – Karen Bergin
Secretary – Scott Garbini

Board Members Present: Rebecca Amanti
Nanci DeRobbio
Susan Hambey
Rich Martin

Present for the administration: Ms. Christine Pemberton, *Executive Director of Talent & Human Resources*
Ms. Kristea Francolino – *Manager of Executive Support Services*

2. Superintendent Search Workshop presented by CABE (Connecticut Association of Boards of Education)

Ms. Patrice McCarthy from CABE spoke with Board Members about the recommended process for conducting a superintendent search. She shared that one of the most crucial steps in the process is hiring a firm to conduct the search. The firm, once selected will then work in partnership with the Executive Search Committee. The firm is generally responsible for conducting focus groups, leading the communication strategies, as well as leading the recruitment for the position.

It was also noted by Ms. McCarthy that by law the Executive Search Committee by law occurs outside the formalities of the Freedom of Information Act due to the need for confidentiality. However, the firm selected will work with the committee to build into the process opportunities to inform the public of the progress along the way. She shared that the reason for not doing this publicly in open session is to ensure that there is a robust candidate pool, not to hide the process from the public. She explained that there have been situations in the State when candidates have withdrawn from applicant pools because confidentiality had been broken, so she stressed the importance of confidentiality throughout the process. Ms. Maynard-Adams asked if ex-officio members of the Board are automatically members of the search committee, and Ms. McCarthy clarified that only the Board can determine who is on the search committee. It was clarified, however, that members outside of the Executive Search Committee may be invited to attend meetings, such as the Manager of Executive Support Services, so that she can assist the Board and search firm as needed.

Ms. Maynard-Adams shared that a request for proposals will be sent to firms. If they are interested in submitting a proposal, they will be expected to include any active searches, references, their cost, and their recent history of searches conducted. A Special Meeting will then be scheduled to review the proposals and select a firm.

Ms. McCarthy encouraged relying on the search consultant firm for the appropriate process. She also encouraged the Board to have a workshop on the roles and responsibilities of the Superintendent and Board, once the Superintendent has been appointed.

3. Adjournment

Motion by Mr. Garbini, seconded by Ms. DeRobbio, to adjourn the meeting.

Motion carried, 7-0

The meeting was adjourned at 7:03 p.m.

Respectfully submitted,

Scott S. Garbini
Secretary, New London Board of Education