

Draft BOE Minutes 10/24/2016

Monday, October 24, 2016 7:00 PM

Draft BOE Minutes 10/24/16, 4 Vision Boulevard, Somers, CT 06071

1. CALL TO ORDER
 1. Draft of BOE Minutes
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES
4. AUDIENCE TO CITIZENS/STAFF/STUDENTS
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA
 1. Approval of Bills
8. NEW BUSINESS
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
11. COMMITTEE REPORTS
 1. Budget
 2. Curriculum
 3. Policy
 4. Salary & Negotiations
 5. Planning
 6. Other Committees
12. OTHER
13. ADJOURNMENT

SOMERS BOARD OF EDUCATION

1 Vision Boulevard
Somers, CT 06071
www.somers.k12.ct.us

MINUTES OF THE MEETING – OCTOBER 24, 2016

Members Present: B. Devlin, R. Lees, Jr., S. Moynihan Bollinger (arrived at 7:02 p.m.), A. Kirkpatrick, M. Marquardt, K. McLellan, B. Capuano

Members Absent: D. Palmer, J. Formeister

Administrators Present: Dr. M. Suffredini, B. Boutwell, Dr. D. Messina, Dr. I. Zytka

Staff Present: J. Lund, N. Ryan, L. McCloskey, C. Stetson, K. Jones, D. Jennings, M. Macaluso, T. Gowash, K. Legg, J. Warner, S. McNamee, K. Anderson, M. Cianci, L. Reilly, L. Mailhot, C. Gustafson, K. White, M. Luginbuhl, K. Regan

Citizens Present:

Students Present:

Others:

1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:00 p.m. by Chairman Devlin in the Mabelle B. Avery Middle School Board of Education meeting room.

2.0 PLEDGE OF ALLEGIANCE

3.0 APPROVAL OF MINUTES

October 11, 2016 – It was **MOVED** (B. Capuano), **SECONDED** (M. Marquardt) to approve the October 11, 2016 Board of Education meeting minutes as presented. **PASSED 6-0.**

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

K. Jones, Math and Reading Intervention Teacher and President of Somers Education Association, spoke on behalf of the teachers in Somers expressing an interest in participating in the search and selection process for the next superintendent.

5.0 CORRESPONDENCE

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

It was **MOVED** (R. Lees), **SECONDED** (S. Bollinger) to add agenda item 10.3 – Smart Start (Preschool) Expansion Grant. **PASSED 7-0.**

7.0 CONSENT AGENDA

7.1. Approval of Bills

It was **MOVED** (R. Lees), **SECONDED** (A. Kirkpatrick) to approve the 10/24/16 bills in the amount of \$157,802.79 as presented. **PASSED 7-0.**

8.0 NEW BUSINESS

8.1. Presentation by CABE on the Superintendent Search

Mr. Robert Radar, Executive Director, explained the process and distributed booklets to the Board regarding the superintendent search. Mr. Radar explained that the role

of the superintendent is to be an educational and instructional leader for the Board. It is the only employee of the Board in which the Board searches for a candidate, evaluates the candidate, and sets the salary. CT laws require that Board members make the final decision regarding a superintendent.

The search process takes at least four to five months. Dr. Suffredini will retire at the end of the current school year. Mr. Radar recommended utilizing Dr. Suffredini's knowledge regarding specific characteristics and abilities in a candidate. Although the superintendent search does not have to be done publicly, it is recommended that the public be kept up-to-date with the search going forward in order to develop a better relationship among the community and Board members. The Board decides who will conduct the search, a consultant and/or search committee. There are some disadvantages to just a search committee versus a consultant: confidentiality may be inadvertently lost along the way; certain people on the search committee may feel unable to speak freely about what they want out of a superintendent; or, if the search committee screens candidates and narrows it down to a few candidates, the Board may interview the candidates and decide that neither candidate would be appropriate and would, therefore, require a consultant to provide candidate information. If the Board decides to set up a search committee, the Board will usually work with a consultant as well. Boards appointed as the committee rather than creating a specific search committee occurs more commonly than not. Teachers may also be included as part of the search committee. The Board needs to prepare a budget for the search process.

The consultant usually handles advertisements and websites, receiving applications, comparing applications, and provides certification checks. The Board needs to work with the consultant regarding the job description, salary range, and where to advertise the information. When choosing a consultant, the Board needs to obtain a proposal. Consultants will discuss how he/she will work with the Board. They may hold a number of focus groups including teachers, people from the town council, and administrators. They may also offer surveys and a town hall meeting where the community may participate. Once the consultant or Board narrows the number of candidates, it is required under law to ask the same questions to each candidate. The consultant will perform reference checks, and Mr. Radar recommended the Board do their own Google searches regarding each candidate.

Once the candidate has been decided, the Board Chair and a few other people will introduce the new superintendent to the community and encourage the superintendent to attend a Board council, PTA's, and schools. Mr. Radar expressed that if a permanent superintendent candidate is not chosen by the time Dr. Suffredini resigns, an interim superintendent is required. Mr. Radar recommended Ms. Mary Broderick, a CABA consultant, who has extensive knowledge and is a known and respected educational leader.

Board members agreed to use CABA for consulting purposes. A. Kirkpatrick will contact Ms. Mary Broderick to request a proposal and meeting with the Board. The Board is requesting that the proposal is sent to them before the next Board meeting on 11/14/16.

9.0 OLD BUSINESS

10.0 ADMINISTRATIVE REPORTS**10.1. Long-Range Plan Review**

Dr. Suffredini updated the Board on the preliminary long-range plan. Although there doesn't look to be much of a change regarding the long-range data, it will be communicated in December once the budget process has been completed.

10.2. Transportation Update

Mr. B. Boutwell, Director of Business Services, distributed a report to Board members regarding transportation. There are currently 14 vehicles that are utilized carrying under 45 students for the most part. Eight students are transferred to Cheney Tech. The Transition Program has grown to seven students. A bus evacuation drill was successfully conducted during the week of 10/17/16. The school is also in the fifth and final year of the Consortium Bus Contract and will go out to bid.

10.3. Smart Start (Preschool) Expansion Grant

It was MOVED (A. Kirkpatrick), SECONDED (S. Bollinger) to formally apply for the Smart Start preschool expansion grant that will expand the already existing preschool program at SES. This will provide a growing educational program for students with special needs as well as students who mentor. Arrangements would be made at SES in shifting rooms to accommodate the preschool expansion. It would not require any additions to the building. The class would consist of fifteen students and additional staffing. This preschool program would increase to full day, five days a week. The parents would have to provide transportation. It is a requirement that the first selectperson sign off on this application. PASSED 7-0.

Dr. Suffredini addressed the Board clarifying his position regarding the selection process for the next superintendent. He stated that he would assist the Board in any way regarding the superintendent search process; however, he will not select the candidate. Staff will have input as discussed during Convocation Day. He emphasized the importance of candidate confidentiality as well.

11.0 COMMITTEE REPORTS

Minutes will be taken at all subcommittee meetings.

11.1. Budget – Dr. Suffredini reported that the budget is in the process of being put together for next year.

11.2. Curriculum – No report.

11.3. Policy – A. Kirkpatrick reported that the committee is on hold.

11.4. Salary & Negotiations – Dr. Suffredini reported that a couple of negotiations have been held and that the next meeting will be held on 11/7/16 at 4:30 p.m. in the MBA Media Center.

11.5. Planning – No report.

11.6. Other Committees – None.

12.0 OTHER

13.0 ADJOURNMENT

It was MOVED (M. Marquardt), SECONDED (S. Bollinger) to adjourn the BOE meeting at 8:30 p.m. PASSED 7-0.

Respectfully submitted,

**Rick Lees, Jr., Secretary
Shannin Burns, Recording Secretary**

These minutes are not official until approved at a subsequent meeting.



Somers Education Association

October 17, 2016

Somers Board of Education
1 Vision Boulevard
Somers, CT 06071

Dear Somers Board of Education members:

The teachers of Somers would appreciate the opportunity to take part in the search and selection of our next superintendent. As teachers, we care deeply about the education of our students and their future, as well as the future of the Somers school district. We have chosen to spend our careers here and want to be a part of offering the best education possible to all of our students.

Finding the right superintendent is one of the board's most critical responsibilities; the selection of a superintendent will set the direction for our district for many years to come. There may be many qualified candidates but finding the best fit for the needs and goals of our district requires a thoughtful, organized and transparent search process that is inclusive of all who work to provide an education to the youth of Somers.

The superintendent must respond to the demands of all the constituencies and interest groups in the district: teachers, students, parents, staff, advocates, and the community at large. We believe that public involvement in the search process is essential. Not only does it allow many facets of the community to express their goals and needs, it will help secure the commitment of staff, students, parents and other community members to the new leader of our district.

It is generous of Dr. Suffredini to offer service to Somers in selecting his successor; certainly no one knows the position and its requirements better than he does having led this district these past few years. Dr. Suffredini could offer an important view in this process; however, we believe that the job of finding the best, most qualified candidates should also include those who will work with the future superintendent as well. The Somers Education Association stands ready to assist in this very important process, and hopes for the opportunity to work with you in making this critical decision.

Sincerely,

Karen M. Jones, President
Somers Education Association