

Monadnock Regional School District (MRSD)
Superintendent Search Committee
October 23, 2023
Wilcox Building, Swanzey, NH

Members Present: Cheryl McDaniel-Thomas, Lisa Steadman, Kristen Noonan, Scott Peters, Meg Neurock via Zoom, S. Boucher via Zoom, Leslie Markowski via Zoom, Catherine Woods via Zoom, Melissa Suarez via Zoom and Lisa Spencer via Zoom.

1. **CALL TO ORDER:** C. McDaniel-Thomas called the meeting to order at 6:30 PM.
2. **Public Comments:** There were no public comments.
3. **Approval of the October 12, 2023 Meeting Minutes: MOTION:** C. McDaniel-Thomas **MOVED** to approve the September 25, 2023 Meeting Minutes as presented. **SECOND:** K. Noonan. **DISCUSSION:** C. McDaniel-Thomas would like to make sure that all of the confidentiality forms are in. **VOTE:** Unanimous for those present. **Motion passes. MOTION:** C. McDaniel-Thomas **MOVED** to accept the October 12, 2023 Meeting Minutes as presented. **SECOND:** K. Noonan. **VOTE:** Unanimous for those present. **Motion passes.**
4. **Norms Review:** The committee reviewed the Norms. S.Peters would like to add “Trust the facilitator” under “Colleagues”. N. Behrens would like to emphasize that the committee needs to do the homework. Input also needs to be done. K. Noonan would like the committee to give input. She would like to hear from everyone. C. McDaniel-Thomas would like the committee to do the validation survey and sign the confidentiality agreement if it is missing.
5. **Discussion on the idea of changing the committee to an Advisory Committee:** C. McDaniel-Thomas explained that over the past weekend she sent out information to the committee on an Ad hoc Committee and an Advisory Committee. Currently the committee has 3 voting members, if the committee changed to an Advisory Committee all members should participate, all members would be voting members and a quorum of 5 people would need to be present. K. Noonan would remind the members with an Advisory Committee the members would not be able to discuss the information with each other that would be a walking quorum. Five members need to be present, no discussion regarding any sort of meeting business outside and everyone can vote. S. Peters explained that there was an Advisory Committee that calculated the tax rate but did not go into non-public session. S.Peters would suggest legal advice. S.Peters read the policy on Advisory Committees. The policy says that the Superintendent appoints the committee. C. McDaniel-Thomas asked the committee if they are not voting members do you feel the committee is not listening to their opinions. If there is no interest we should not spend much time on this. K. Noonan suggested that all of the members vote and then the 3 Board Members vote. She does not want people to think this is a waste of time if you cannot vote. M. Suarez commented that she did not understand her role on the committee. C. McDaniel-Thomas said sorry for the confusion. N. Behrens explained that the role of the search committee is to create the criteria, make sure the candidates meet the criteria using the 14 Box survey and the validation survey, look at marketing and posting materials, be ambassadors of the process,

review applications, review her conclusions, make sure the committee agrees with the recommendation, complete the forms for each candidate based on criteria. C. McDaniel-Thomas said the committee would review the process, see if the committee agrees with the recommendation, review short interviews, GSI process and score recommendation for the next round which is the long interviews. C. McDaniel-Thomas said the committee is moving on from the Ad hoc to the Advisory issue because there is not a strong interest.

C. McDaniel-Thomas would like to make sure she has the committee member phone numbers.

6. Approve Timeline-detailed matrix and web graphic, can be updated as needed going forward: N. Behrens reviewed the detailed timeline with the committee. She also reviewed the upcoming future meeting agendas. November 9, 2023 is the date the committee will close accepting the applications. The interview will consist of the short interview which is about 1 ½ hours long focusing on a few stories and the long interview has 5 sections. N. Behrens will poll the group to find out the best time for the interviews. They are also recorded. L. Spencer could ask L. Walker if there is professional time for the members to be available for the interviews.

7. Understanding influence: Behavioral science discussion (Decision Driver inventory)
L. Steadman arrives. N. Behrens shared the document with the committee. She explained that there are indicators. This information is not trainable.

8. Monadnock Candidate Evaluation Form Template: Review MRSD blank form and sample from Washoe County: N. Behrens presented a sample of a complete evaluation form and reviewed the sections.

9. Application Status: Report on number of applications received to date and whether they are in state/out of state: N. Behrens explained that there are 5 completed applications and 7 partial. Out of the 7 partial applications some will not fit. Out of the completed applications there are 3 Superintendents from other states, 1 a principal and 1 NH certified superintendent.

10. Community Input Status/Planning-Community Forum, Community Survey: N. Behrens reported that she has received 21 surveys. November 3, 2023 is the last day for the surveys. She also mentioned that there is one person signed up for the virtual forum on Wednesday night.

11. Motion to adjourn: MOTION: K. Noonan **MOVED** to adjourn the Superintendent Search Committee Meeting at 7:44 PM. **SECOND:** C. McDaniel-Thomas. **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary

VOTING KEY: Yes/No/Abstain/Absent