

Monadnock Regional School District (MRSD)
Superintendent Search Committee
September 14, 2023
Wilcox Building, Swanzey, NH

Members Present: Cheryl McDaniel-Thomas, Lisa Steadman, Meg Nuerock via Zoom, S. Boucher via Zoom, Leslie Markowski via Zoom, Kelsey Kilburn via Zoom, Catherine Woods via Zoom, Melissa Suarez via Zoom and Lisa Spencer via Zoom.

Also in Attendance: Michelle Munson of the Bryant Group, Betty Tatro and Linda Heath.

Absent: Kristen Noonan.

1. CALL TO ORDER: C. McDaniel-Thomas called the meeting to order at 6:30 PM.

2. Meeting Objectives: Establish Charter for Search Committee: M. Munson reviewed tonight's objectives of the committee which are listed below. She also explained the process the Bryant Group will be using to help the School Board pick a good candidate to fill the Superintendent position. She explained to the committee that this is a big commitment and appreciated everyone participating.

a. Review Timeline & Activities: M. Munson explained that the proposed timeline is a 15-week time frame. It was suggested to shorten it up. The committee needs to cover specific tasks each week and to give the committee members a specific job. The job of this committee is to get a qualified candidate as soon as possible. Making sure that we get a good qualified candidate for Monadnock. She did mention that there are other searches going on. She explained that The Bryant Group stands behind what they are taught. The committee will look at the data, survey the data and receive input from the public. The committee will use a series of materials which were put together from The Bryant Group. She commented if the committee gets 15-20 candidates she will be very happy. In every instance where the Bryant Group has conducted the search the person that was picked and hired is still there and doing well. The Bryant Group works with HR agencies to get the most effective candidate.

b. Tracking of Activities:

c. Create Understanding of The Bryant Group Search Process: M. Munson explained that this search process is different from what you have done before. It will be a learning curve. Behavioral evaluation which The Bryant Group comes up with through research. The traditional interview does not put a lot of credit to that. GSI Guided Story Interview. The candidate will tell a story that has impacted their career. The process, the what and how they describe it will allow us to look at our criteria. The finalists will have a 1 ½ to 3-hour interview. They will have no preparation. The performance criteria is what the story will be based on. M. Munson presented an example on the screen. She explained to the committee why The Bryant Group is very different. The committee will have to put a Team Charter together. The objective

of this committee is to find a qualified candidate to share with the Board as the next superintendent. The committee's last task is to agree on a final candidate to recommend to the Board.

d. Communication, Surveys & Focus Groups: M. Munson asked the committee who the stakeholders are. We need to make sure that they get informed while we go through the process. The committee felt that the stakeholders are the employees, the taxpayers, the parents, the students, the SAU staff and the teachers. The committee felt that the District webpage, social media, backpack fliers, Monadnock Ed. Matters and the principal's email is the best way to reach the stakeholders. M. Munson explained that in one district people handed out information at the landfill. It was suggested to have a written report at every School Board Meeting.

e. Search Committee Member & Facilitator Norms: M. Munson suggested establishing roles of the members. C. McDaniel-Thomas is the Chair. The District liaison who will send out and post information was suggested to be L. Sutton. L. Aivaliotis will take the minutes, B. Tatro will be the time keeper. C. McDaniel-Thomas and L. Steadman will help M. Munson with the editing of information being sent out. M. Suarez will be in charge of keeping track of the checklist. All of the meetings have been scheduled and on the website. M. Munson will send out an agenda 1 or 2 prior to the meeting.

f. Transparency, Public Access, Minutes & Non-Disclosure Agreement: The meetings are open to the public until the candidate's interviews. The committee will have to go into a non-public session for the interviews and they will be recorded for the School Board. The members will not be able to have a discussion with their colleagues regarding non-public sessions.

Communication, Surveys & Focus Groups continued: M. Munson asked the committee if they would like to conduct a survey or hold a focus group for outreach. She suggested inviting individuals to come and get people to share and guide the committee. This is an opportunity to have people talk about a lot of things, meet at schools and share. Notification for the forums would come from the administration and from the teachers. C. McDaniel-Thomas commented that the administration and staff have already done the survey. M. Munson said it is different from those who have not done the survey. This is an opportunity to have people feel like they are part of the process. She said that the committee does not have to make a decision tonight. C. Woods is concerned about the timeline and 3 superintendent positions being posted. It was commented that we are not posting until January. M. Munson had asked L. Walker for photos of Monadnock and she will then send out something like a "save the date" card. It was commented that some superintendents have to tell their Board if they are returning in October. A possible early posting in November. M. Munson asked about another survey. C. McDaniel-Thomas commented that she would like to push forward. She would like the posting to be at the beginning of November. M. Munson explained just before the November break. C. McDaniel-Thomas commented that she is also concerned about the 3 open superintendent spots. M. Munson explained that the committee will create the performance criteria for the best fit for this district. M. Munson presented a Candidate Evaluation Form Template to the committee and

reviewed. You as a group need to decide what experiences you feel are a good fit, miscellaneous credentials, qualifications and competencies. The skills you want in the superintendent. The process is based on evidence. L. Spencer asked if it was possible to break the survey out and get all of the answers. M. Munson explained there were 17 responses from the 14 Box Survey. M. Munson presented the results of the survey. C. McDaniel-Thomas commented that the response was pretty low. The committee would like to ask L. Sutton to resend the survey out. L. Spencer will volunteer to send it out. S. Peters or C. McDaniel-Thomas will send it out to the School Board Members. M. Suarez explained that the survey was sent to 40 people. The survey will be resent and returned by Monday evening.

g. Competencies and Leadership Style: M. Munson will send everyone the excel sheet with the roles and competencies for the members to review. Look for those things you see in the boxes that get repeated and put together a list of roles, look at the competencies by role. What competencies are the best fit for this district? Leadership style and derailers for the next meeting. It was commented that some of the committee members do not see their responses from the survey. M. Munson, L. Spencer and L. Steadman will review the survey responses.

h. End Meeting on Time

3. Meeting Activities:

- a. Review of The Bryant Group Search Process**
- b. Discuss Making a Good Hire**
- c. The Hand Clapping Exercise with Sample Guided Storytelling**
- d. Sample Selection Performance Criteria**
- e. Review of the Superintendent Fit Responses**
- f. Review of the Candidate Evaluation Form**
- g. Introduction to Roles, Competencies, and Leadership Styles**
- h. Meeting Debrief**

Homework

Two people to each Box and send results before Sept.25

Read-Leader Success Formula

Roles-Complete Role Selection

4. ADJOURNMENT: The meeting adjourned at 8:14 PM.

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary

VOTING KEY: Yes/No/Abstain/Absent