

Monadnock Regional School District (MRSD)
Superintendent Search Committee
September 25, 2023
Wilcox Building, Swanzey, NH

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

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

2. Regroup

a. Activities Since Last Meeting: It was explained that since the last School Board Meeting it was decided to change the Bryant Group representative. Members felt that the last Superintendent Search Meeting was confusing. C. McDaniel-Thomas emailed the Bryant Group as instructed by the Board. The new representative is Nora Behrens. C. McDaniel-Thomas has been in contact with her and it seems to be going well. She explained to N. Behrens that the committee would like to move more quickly and there was no issue.

L. Steadman explained that she will be the facilitator tonight in the absence of the Bryant representative. She said that she had been an executive recruiter in the past.

K. Noonan clarified that there are 3 Board Members on this committee and if 2 speak on any issue regarding this committee outside of this meeting that makes a quorum. Any discussion has to be done during the meeting only.

b. Where we left off

i. Review Minutes: MOTION: C. McDaniel-Thomas **MOVED** to approve the September 14, 2023 Superintendent Search Committee Meeting Minutes as presented.

SECOND: L. Steadman **DISCUSSION:** L. Steadman affirmed the roles of the members: C. McDaniel-Thomas-Chair, L. Aivaliotis-take the minutes, B. Tatro-timekeeper, L. Steadman-editing and M. Suarez-checklist. **VOTE:** L. Steadman-yes, K. Noonan-abstain and C. McDaniel-Thomas-yes. **Motion passes.** C. McDaniel-Thomas would ask the members to sign the confidentiality forms and get them back to her.

ii. Approve Norms: L. Steadman presented the Norms on the screen. The committee reviewed the Norms and agreed.

3. Review and Approve Job Description: L. Steadman presented a job description to the committee for the new Superintendent position. She said the goal is to come out of this meeting with a job description. C. McDaniel-Thomas proposed a start date for the new superintendent as June 3, 2024. It was asked if the date could be earlier. C. McDaniel-Thomas commented that the

candidate might be under contract. The committee went through section by section on the proposed job description. The committee felt that a 2-3 page essay was not necessary for the application but the committee would like to see a writing sample. It was asked if the district is losing out on candidates by waiting. The committee will be asking for the applications to be returned by October 27, 2023. There is information that the committee did not have available tonight to complete the job description. The committee will be asking L. Sutton for that data.

4. Review 14 Box Superintendent Fit Responses: L. Steadman explained that she has put the responses from the 14 Box in an executive summary that she has provided to the committee. She explained that this is a valuable document but we will not invest more time. K. Noonan would like to hear more input from the community. This data is hard to analyze. L. Steadman commented that the forums are a good idea and will make it easy for people to add information.

5. Meeting Debrief: The committee was asked if they felt waiting until October 12, 2023 for the next meeting is ok. The committee agreed. It was asked who will do the posting and receive the applications. L. Steadman explained N. Behrens of the Bryant Group will be getting them. The posting will go to all NHSBA Superintendents, Assistant Superintendents and New England Superintendents. It will also be posted on School Spring. L. Steadman commented that the "Save the Date" flier that was sent out was poorly executed and we are asking for a new direction. C. McDaniel-Thomas said there is more quality communication with the new liaison.

6. ADJOURNMENT: MOTION: K. Noonan **MOVED** to adjourn the meeting at 7:50 PM. **SECOND:** L. Steadman **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary

VOTING KEY: Yes/No/Abstain/Absent