

SCHOOL COMMITTEE
HULL PUBLIC SCHOOLS HULL,
MA 02045

SCHOOL COMMITTEE MINUTES
TUESDAY, MAY 22, 2017

SCHOOL COMMITTEE MEMBERS PRESENT

Eric Hipp, Chair (present)
Stephanie Peters, Vice Chair (present)
Jennifer Fleming, Secretary (present)
Kelley Huxtable, Member (present)
David Twombly, Member (present)

OTHERS PRESENT

Kathleen I. Tyrell, Superintendent of Schools
Judy Kuehn, Assistant Superintendent
David DeGennaro, Business Administrator
Maggie Ollerhead, Secretary to the Superintendent

Call to Order

The meeting was called to order by Eric Hipp, Chair at 6:34 p.m. at Hull High School Second Floor Exhibition Room, 180 Main Street with the Salute to the Flag.

1.0 School Committee Business Items

1.1 Superintendent Search

Mr. Hipp introduced Mr. James Hardy from Massachusetts Association of School Committees (MASC), who explained the Superintendent search options. He gave the Committee copies of the Superintendent Search Information and cost Proposal and Alternative – No Cost Services that MASC provides to schools when searching for a Superintendent. He also handed out copies of the Key Decisions for the Hull School Committee: Planning for a Transition, which details the steps to take upon notice of a Superintendent vacancy. Mr. Hardy told the Committee of their options when considering how to proceed with the search, giving them ideas and example scenarios that he has seen. The described the first steps as follows:

- Figure out what you want, or what are you looking for in the next Superintendent.
- Look at the job description and skill set, what is the main focus.
- Build a profile. Do you want them to have been a teacher, a principal, an assistant Superintendent?
- Advertising for internal, external or both. Decide if you want print ads, internet postings, MASC direct mail campaign.
- Online surveys to gather community thoughts, including staff, parents, community members, students.
- Option to post internally, survey community, interview internal applicants and if that doesn't go well go to external search.
- Timeline depends on internal or external. If internal the person could start August 2nd.

If external, the search process wouldn't really start until September and would be a nine (9) month process. He said that most likely we would need to hire an interim and a new person would start at the beginning of FY19.

Mr. Hardy stated that when there is a turnover is the time to update a job description, using input from survey results. He discussed getting the survey out to the public and that the majority of surveys are answered in the first two weeks. He would filter the answers by category and the most important qualities can be added to the job description.

When asked what the market for Superintendents is, Mr. Hardy said it depends on the districts and salary range you put out. He said some people want to be close to home, for others it is the opportunity to advance. There have been a lot of internal recently and principals who are moving up to Superintendent. He said that every search is different and it depends on how fast you want to proceed. If you go slower you could have Assistant Superintendent as interim and move up principal, but you would still need an interim somewhere for a year. He also stated that many districts do concurrent searches. If they feel there are internal candidates they can post and interview them and if they don't find a fit then they go external.

Mr. Hardy said that he will send sample open ended questions to look at and edit and when satisfied the survey can go live. He will also send a timeline for internal and external searches.

2.0 Adjournment

Motion: Stephanie Peters

Second: David Twombly

Motion to adjourn at 6:50 pm.

Vote: 5-0-0

These Minutes of a meeting of the Hull School Committee were approved and adopted by the Committee on September 18, 2017.

Jennifer Fleming, Secretary
Hull School Committee