

QUINCY PUBLIC SCHOOLS

SUPERINTENDENT SEARCH COMMITTEE ORIENTATION MEETING Thursday, June 4, 2020

A meeting of the Quincy Public Schools Superintendent Search Committee was held on Thursday, June 4, 2020 at 5:00 pm via remote technology. Present were Mr. Scott Alessandro, Citywide Parent Council; Ms. Cassandra Beck, Quincy Parent Advisory Council to Special Education; Mr. Paul Bregoli, School Committee; Mr. Philip Chong, Quincy Asian Resources; Mr. Michael Ellis, Quincy Public Schools Teacher; Mr. Jaden Hallisey, North Quincy High School Student; Mrs. Emily Lebo, School Committee; Ms. Margaret McDonough, Quincy Public Schools Teacher; Ms. Maura Papile, Quincy Public Schools Senior Director of Student Support Services; Ms. Nicole Prevost, Quincy Public Schools Teacher; Ms. Laura Riofrio, English Learner Parent; Mr. Lawrence Taglieri, Quincy High School Principal; and Mr. Frank Santoro, School Committee and Search Committee Chair. Also present were Ms. Laura Owens, Secretary; Mr. Glenn Koocher and Ms. Kathleen Kelly from the Massachusetts Association of School Committees.

Mr. Santoro introduced the members of the Search Committee and reviewed that at the June 3, 2020 School Committee meeting, it was approved that any internal Quincy Public Schools candidates will automatically be finalists to be interviewed by the full School Committee, along with 3-6 external candidates recommended by the Search Committee. Mr. Santoro reviewed the timeline for reviewing applications, interviewing candidates, and recommending finalists to the Quincy School Committee, with June 25 as the deadline for submitting applications; July 2 for selection of semi-finalists; July 13-17 for semi-finalist interviews and selecting finalists; July 27-August 7 for finalist interviews and site visits (if possible); and August 12 as the School Committee appointment vote.

Mr. Santoro introduced Mr. Koocher and Ms. Kelly from the Massachusetts Association of School Committees (MASC). Mr. Koocher reviewed that the Quincy Public Schools Superintendent vacancy has been posted online on several websites and shared via email. The applications will be submitted to MASC, who will scan, compile, and submit to the Search Committee (via the Chair or Search Committee Secretary). MASC will provide a Tiering Memo as an advisory to the Search Committee. The Search Committee can then invite candidates for interviews and once interviews are completed, candidates may be recommended to School Committee for public interview.

Mr. Koocher said that during the screening process, the Search Committee can be working on developing questions for the interviews; MASC has provided a guide of sample questions that can be used as a starting point. Mr. Koocher said that development of questions can be done individually or as a group, Search Committee members may be assigned categories of questions.

The Search Committee is subject to the state's Open Meeting Law and the state ethics laws. Meetings will be posted and opened in public and then withdraw to Executive Session to protect the privacy of the initial candidates. Executive Session is limited to members of the Search Committee and their designees. Discussions about the search process, the candidates, and the interview process must take place in Executive Session with a quorum of the 13-member search committee in the meeting room. Carrying discussion from one small group to another constitutes deliberation in violation of the Open Meeting Law. Minutes from the meeting are redacted to protect the privacy of the candidates.

Mr. Koocher suggested that members develop interview questions ahead of meeting to sort through and organize them. Focus Groups are being scheduled for next week, Mr. Koocher recommends that the Search Committee do not participate in the staff or administrator focus groups.

Mr. Ellis asked if the internal candidates will be interviewed by the Search Committee and they will not, per the School Committee vote on June 3. Mr. Koocher said that internal candidates will remain confidential until they are referred to School Committee.

Mrs. Lebo asked if interviews will be virtual or in-person; as gatherings are currently limited to 10 people, these may be virtual although guidelines may change in coming weeks.

Mr. Santoro noted that Mr. Koocher has shared a sample rubric. Mr. Koocher said that MASC can customize for Quincy's decision criteria. Mr. Koocher said Search Committees often have alpha members who dominate the proceedings and it is important to ensure all feel they have a voice.

Mr. Santoro suggested that if there is a matrix of criteria and a rubric with numeric value, candidates can be ranked based on total points. Mr. Koocher suggested ranking the matrix in order of importance and creating questions that speak to those criteria. The wisdom of the group tends to demonstrate good judgment and prioritize good candidates. Mr. Koocher said the numerics should be a guide but there are always reasons to take another look at a candidate.

Mr. Santoro suggested that candidates work on question development and after discussion, the Search Committee agreed to meet again next Thursday, June 11 at 6:00 pm.

Mr. Santoro adjourned the Superintendent Search Committee meeting at 5:50 pm.