

**MAYNARD PUBLIC SCHOOLS  
MINUTES OF SCHOOL COMMITTEE MEETING  
FOWLER SCHOOL LIBRARY**

**July 3, 2019  
7:00 p.m.**

Present: Bethlyn Houlihan, Maro Hogan, Mary Brannelly, Lydia Clancy, Natasha Rivera

Administrators: Jennifer Gaudet, Assistant Superintendent, Michelle Resendes,  
Business Manager

The meeting was called to order at 7:00pm.

Chairman's Report

This was a special School Committee meeting to focus on the next steps after Dr. Gerardi's resignation on Friday, June 28th. School Committee members were not able to comment on any one candidate for interim, or the full Superintendent position. The next regular meeting would be July 11, the reorganization of the board would be discussed at that meeting.

Natasha Rivera was welcomed as a new School Committee member.

Colleen Moore was retiring in August.

School Committee had a training on July 9th on School Committee roles.

A project manager was contracted to oversee Green Meadow. There would be a meeting with Town and School Administrators on Monday at 3:00 or 5:00pm. The time still had to be decided due to a scheduling conflict.

Options for Interim Superintendent Process

Ms. Houlihan wanted to decide on timeline and action steps. An Interim would be handled the same as full time positions. NESDEC/MASS/MASC would conduct the full search and might have interim candidates ready. The Interim search committee would be a team of school personnel.

Ms. Rivera suggested a quicker solution of immediately hiring a seasoned candidate as interim, then to continue with bigger search.

Ms. Brannelly said that there was already some interest. She suggested a small search committee with a 2 week timeline with the goal of finding someone for August 1st. Several members agreed that August 1st was reasonable.

Ms. Gaudet said they could post the opening with the current job description to start getting applicants while the search committee was being organized.

Ms. Brannelly said the search committee should meet to set the criteria they would look for.

It was discussed and decided to have a 7 member search committee with 2 School Committee members and various other school administrators. There would be no community member for the interim search, they would be involved in the full Superintendent search.

Ms. Brannelly motioned to move forward with hiring an Interim Superintendent, to post the position with the superintendent criteria, and to create a 7 member search committee which would include School committee members Mary Brannelly and Maro Hogan.

Ms. Clancy seconded the motion. The motion passed 5-0.

#### Public Comment

A parent from the audience suggested instead of Tech Director, to include para union leadership.

Josh Morse noted that an interim position could last short or long term. He had seen some interim positions last several years. He suggested to have someone from the Town on the search committee.

Mr. Costello thought our priorities should be detailed in job description, provide the goals we want the interim Superintendent to achieve. State what we are looking for; someone who can repair relationships with staff, someone who can fix distrust within the community.

Ms. Gaudet noted that hiring an organization for the full search is helpful, they send out surveys, set up meetings, and make it a very inclusive process.

Ms. Brannelly said that NESDEC would reach out to candidates that may not be actively looking, but would be a good fit for our district.

Meghan Kwartler said she would love to send a survey out to community, it's helpful for the committee to know what the community wanted.

Ms. Clancy didn't think there enough time for a survey for the Interim search due to the tight deadline.

Mr. Morse thought that we were in a unique position and read off a detailed list of qualities he would like to see which he would email to the School Committee. He noted that the School Committee should determine if the interim would need to hire administrative staff.

Ms. Brannelly suggested that the interim not be the person hire Green Meadow principals. As soon as interim was hired, they would start the full process and hopefully have the full Superintendent hire the principals since he/she would be the one working with that person.

Ms. Rivera thought that the interim should have the skills to hire the principal just in case they needed to hire the Green Meadow Principal.

After discussion, it was decided that the 7 member search committee for the Interim Superintendent be made up of the 2 School Committee members, Asst. Superintendent, Business Manager, Sped Director, teacher's union president, and a Town representative.

#### Superintendent Search Process Options

Ms. Brannelly noted that NESDEC, MASS and MASC were the 3 main organizations that helped with a Superintendent search. Maynard had used NESDEC in the past and they were very thorough. They cost about \$10,000 for the last Maynard Superintendent search. They would have an initial meeting with the School Committee, give recommendations, come up with criteria for School committee to work through. Before anyone would be interviewed, they would conduct focus groups to see what our priorities were. Each search committee person would be assigned one question to ask every candidate. There would be a group of 12-15 applicants to interview, and would typically have 3-4 candidates as finalists.

Several School committee members wanted to find out what services came with the cost between the 3 organizations. 3 School committee members would pick one of the organizations find out what is offered. The information would be put into a comparison table.

#### Public Comment

Mr. Costello suggested that the interim have an objective of hiring the Green Meadow Principals, so the School Committee could focus on hiring a new superintendent.

#### Time Sensitive Transition Planning Discussion

Ms. Houlihan noted that there were ongoing items currently being handled by the Dr. Gerardi and that she and Ms. Hogan met with him about transitioning things.

William Goddard was hired as the Green Meadow Project Manager. He recently met with Dr. Gerardi, Ms. Resendes, Kyle Brainard, and Greg Johnston. Mr. Goddard would report back to Ms. Resendes with information that would then be communicated out. Ms. Resendes was pretty confident with how the project was moving along. Mr. Brainard had been communicating with her and has also been directing the custodians on what needed to be done.

Jenifer Gaudet will cover until an interim Superintendent was hired.

Mr. Morse loved getting future communications, but wanted the focus to be on what needed to be done.

Ms. Gaudet said that the incoming international school would need to come to School committee for approval at some point. The town would include her in any next steps. She didn't think there should be any concerns and suggested being proactive in the conversation with them from the beginning. The international school would not start with their full program, but would likely start in phases.

It was noted that School committee members had been receiving emails and letters about the changes in the Fowler music program. They wanted to know when in August the new schedules would be going out. Ms. Gaudet said she would find out from the principals when the new schedules would be going out.

Ms. Rivera noted that the contact information for the MSBA process should be updated with Dr. Gerardi leaving.

Karen Ditto asked who should the union contact to find out about progress at Green Meadow. Ms Resendes said they could contact her and she would relay the information.

Ms. Houlihan asked if they should hold an August 1st meeting. August 4th was their workshop on goals.

Ms. Rivera said they could work on some goals at the August 1st meeting to bring to their workshop. Ms. Brannelly said if they brought ideas, they can help the School Committee reformulate them at the workshop.

#### Members comments

Ms. Rivera had done a Green Meadow walkthru with the union and everyone seemed optimistic. She wanted the timeline communicated with teachers to let them know when specific classrooms would be ready.

Stephen Wocizk was working with the Green Meadow Future Committee to transition their website to the district website. As minutes and documents were posted on the district website, the principal would be pushing it out to people.

Ms. Gaudet noted that we need to limit access, the postings go out as Maynard Public Schools, not as individuals. Some districts have had violations when posting on social media.

Ms. Brannelly said that we need a similar GMFC type of building committee at Fowler and the High School.

Ms. Houlihan said that Justine St. John passed information to Kate Hogan around our funding, reimbursement to charter schools, and would like to put it on the July 11th agenda. She asked if School Committee should meet August 22nd instead of the 29th, as well as adding August 1st as a meeting date.

A motion by Ms. Houlihan was made to enter Executive Session: MGL:C30A,S21(2) by roll call vote without the intent to return to regular session at 9:45 p.m

Respectfully Submitted

Colleen Andrade

Administrative Assistant to the Superintendent of Schools

Approved by School Committee vote on 9/26/19