

**Malden Superintendent Search Committee
Organizational Meeting
January 5, 2017,
Markey Senior Center, Malden, MA**

Members Present: Catherine Bordonaro (Chair), Mike Drummey, Van Huynh, Karie Carpentito, Peter Dolan, Teri Malone, Margie Briatico, Paul Degenkolb, James Mac, Jadean Sica, Marilyn Andrews, Dawn Marie O'Toole, and Hilda Torres.

Also Present: Maria Luise of the Mayor's Office, Glenn Koocher from the MA Association of School Committees, and Advisory Committee members Emmanuel Marsh, Chief Kevin Molis, and Bonnie Page

The chair called the meeting to order at 5:30 p.m. Members introduced themselves as did the others present.

Mr. Koocher explained the role of the search committee and the search process; describing the timelines set by the School Committee and the process for seeking applications, reviewing them, selecting candidates for interviews and selecting candidates to be referred to the School Committee. He also provided a briefing on the requirements of the Open Meeting Law and Public Records Law as well as the State Ethics Law.

The Chair explained the role of the advisory committee in the process and noted that comments, questions, concerns and recommendations from the members must be provided through the Chair. It was also explained that the advisory committee would not act as voting members but may be called upon to take on specific tasks as appropriate.

The Chair presented materials related to the search including a draft notice for immediate posting and samples of promotional materials for distribution and invited comments and recommendations.

The following decisions were made by the Committee:

- The proposed text of a posting notice was reviewed and amended. That revised version is attached to these minutes.
- The Chair and Ms. Luise would gather proposed changes to the developing brochure and will provide them to MASC for quick turnaround and posting as well as distribution electronically to the recruiting network maintained by MASC and to the public.
- A sample survey was reviewed and MASC was assigned to develop an on-line version for posting.
- MASC will conduct two days of focus group meetings with the community in addition to managing the on line survey and will provide a summary report to the search committee prior to the final dates for developing questions.
- Malden Public Schools will identify the means of translating materials for non-English speakers.

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- Developers of questions for candidates will submit them electronically to Mr. Koocher by 7:00 p.m. on **Sunday, February 5, 2017** so that MASC can aggregate them and organize them for consideration by the Search Committee.
- The application deadline will be **Friday, February 10**. MASC will provide all application packages to the Search Committee after the closing time, and not later than 7:00 p.m. on February 10.
- The Search Committee will meet again on **Thursday, February 16 at 5:30 p.m.** to review candidate packages and select persons to interview.

The Search Committee identified question categories for development. The list of question categories and the names of the persons responsible for developing them is attached to these minutes.

On a motion by Ms. Huynh, seconded by Ms. O'Toole, it was voted to adjourn.

The Chair declared the meeting adjourned at 7:35 p.m.

Respectfully submitted,
Catherine Bordonaro, Chair

Attachment 1- SUPERINTENDENT SEARCH COMMITTEE

As Updated, January 5, 2017

School Committee Members:

Catherine Bordonaro (Ward 7), Chair cbordonaro@maldenps.org
Mike Drummey (Ward 1) mikedrummey@maldenps.org

School Administrators:

Van Huynh, Assistant Principal of the Salemwood School vhuyh@maldenps.org
Karie Carpenito, Assistant Principal of the Forestdale School kcarpenito@maldenps.org
Peter Dolan, Assistant Principal of the Linden STEAM Academy pdolan@maldenps.org

Teachers:

Teri Malone (Beebe) tmalone@maldenps.org
Margie Briatico (Ferryway) mbriatico@maldenps.org
Paul Degenkolb (MHS) pdegenkolb@maldenps.org

Student Representative to the School Committee :

James Mac james.mac987@gmail.com

City Council:

Jadeane Sica (Ward 8) jsica@CITYOFMALDEN.ORG

Parents:

Marilyn Andrews (Special Education Parents Advisory Council) edgup18@comcast.net
Dawn Marie O'Toole (DPTO) cindee3_2000@yahoo.com

Business Community:

Hilda Torres, Executive Director of My Little Best Friends mlbf.hilda@yahoo.com

Advisory Committee:

Emmanuel Marsh, School Committee (Ward 2) emmanuelmarsh@gmail.com
Police Chief Kevin Molis kmolis@maldenpd.com
Ted Lombardi, Malden High School Principal elombardi@maldenps.org
Bonnie Page, President of the Malden Education Association meamalden@gmail.com

ATTACHMENT 2
Questions in Development for Malden
To Be Provided by 7:00 p.m., Sunday, February 5, 2017

1. Why Malden, and why now? [Chair]
2. Budget and Finance [Dawn]
3. Children at the Center of Decision Making [Teri]
4. Living and Serving in Places that are Urban and Have Diverse Populations [Paul]
5. Assessment [Margie]
6. Leading Change [Karie]
7. Ability to Speak Other Languages [Paul]
8. Fostering Innovation [Peter]
9. School Safety [Peter]
10. Using Technology [James]
11. Social and Emotional Wellbeing of Students [Van]
12. Social and Emotional Wellbeing of Staff [Paul]
13. Class Size [Teri]
14. Communication with Parents and Community [Dawn]
15. Communication with Staff [Bonnie]
16. Special Education – Law, Regulations [Marilyn]
17. Mentoring Programs for Students and Faculty [Emmanuel]
18. Teaching – Different Styles [Bonnie]
19. How Do You Prioritize [Mike]
20. Integrating with Community Day Care [Hilda]
21. Promote Sustainability [Karie]

ALSO:

22. Philosophy [Hold-to Be Developed Later]
23. Best Practices to Educate Children [Hold – to be developed]

Attachment 3: BROCHURE INFORMATION as REVISED

QUALIFICATIONS:

The Malden Public Schools, an innovative urban district, seeks a dynamic, energetic individual to assume the leadership of the district. The following qualifications are required:

- Licensed or eligible for licensure as a Superintendent of Schools in Massachusetts.
- Master's Degree required; advanced degree preferred.
- Minimum of 10 years in education including administrative or central office experience and teaching experience

SELECTION CRITERIA:

The successful candidate will be:

- A dynamic educational leader, with experience in a diverse, urban school system.
- A leader with vision, who possesses a style that fosters a collaborative learning environment among the staff and major stakeholders of the district and community.
- A thoughtful curriculum and instructional leader who will continue the commitment to raising standards and improving academic achievement and access for all students.
- A leader with demonstrated experience in integrating technology in the delivery of instruction.
- An excellent communicator with proven skills in creating solid connections between the schools and the community.
- A prudent fiscal manager, adept at developing and balancing budgets and securing financial resources to meet the educational needs of the schools.
- Committed to improving and maintaining high academic performance for all children and willing to implement innovative programs in the schools.
- A leader who integrates all types of learners including those with social, emotional, physical, intellectual and medical disabilities. The leader must display a solid understanding of the federal guidelines for disabilities.