

**Mansfield School Committee Meeting
Minutes for Monday, October 24, 2016
Superintendent's Office**

The Mansfield School Committee held a workshop which was held at the Town Hall on Monday, October 24, 2016. The open meeting session was opened and called to order at 7:01 pm.

Members Present:

Kiera O'Neil, Chair
Lynn Cavicchi, Vice Chair
Linda Fernando
Lauren Scher
Jenn Walsh

Also in Attendance:

Jim Hardy, MASC

Survey:

Reviewed Survey results to date. As of the meeting there were 347 responses comprised of 223 parents and 104 staff members plus "other." Once the survey responses start to decline, Jim Hardy will compile the results including all detailed responses so that the committee can evaluate. He suggested using the results to build the search criteria and questions.

Questions for candidates:

A discussion was held to address the questions that would be used in the search. Jim will send the questions used last time to the committee. Each member should submit 2 questions plus one alternate. Questions are due to MASC by November 8. The questions should fall into one of the following broad categories:

Leadership	Management Effectiveness	Judgment
Energy	Sensitivity	Independence
Ethics	Planning & Organization	Financial Analytical Ability
Persuasiveness	Stress Tolerance	Tenacity
Integrity		

It was suggested that we look at Zeffro Gianetti's last evaluation. Items that were scored high should be set as continued goals. Areas that needed work should be used as guidelines for the new superintendent.

Posting:

The internal posting was reviewed, edited and readied for posting. Central office will post internally on Tue, October 25th.

Brochure:

The committee reviewed the brochure used for the last search. What can be put in the brochure that will set Mansfield apart from other candidates? Updates were discussed and made. The changes will be made by MASC but held until the internal search is over. However if needed they can send them to print immediately.

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Advertising:

Last time Mansfield focused on the internet and direct mailing. 600 brochures will be sent to every superintendent and assistant superintendent in MA; every superintendent in NE and colleges who offer this academic program. It was determined that there was no need to advertise in the Boston Globe or Education Weekly. Mansfield will post on School Spring. The School Spring posting will be the same as the internal posting. Very few details just enough to trigger interest. The hope is that applicants will contact the school or MASC for more detailed information.

Interviews:

Interviews will take place on Wednesday, Nov 16th at 6:00 pm and carry over to Nov 17th if needed. Location TBD. Important: If interviewing continues through Thursday, then make sure cable access does not broadcast the first night of interviews until all interviewing is complete. Location choices, room 2ab, public library, MHS library, airport.

Timeline:

The committee reviewed the timeline with Jim Hardy and adjusted dates as needed. Concentration now is on internal search and the setup for the external search if needed.

Documents:

Mansfield Superintendent Job Posting
Mansfield Superintendent Job Brochure

Motion to adjourn: At 8:54 p.m., Kiera O'Neil asked for a motion to adjourn. Jenn Walsh motioned and Linda Fernando seconded.

Motion Carries: 5 – 0.

Respectfully Submitted,
Diane Nugent
Secretary to
Superintendent &
School Committee