

WHITMAN-HANSON REGIONAL SCHOOL COMMITTEE MEETING  
Minutes of January 8, 2018  
Held at the Whitman-Hanson Regional High School  
600 Franklin Street, Whitman MA

Meeting convened: 6:03 p.m.

Meeting adjourned: 7:10 p.m.

Members present: Robert Hayes, Frederick Small, Robert Trotta, Michael Jones, Robert O'Brien, Jr., Daniel Cullity, Kevin Lynam, Christopher Howard, and Steve Bois

Members absent: Alexandria Taylor

Administrators present: Dr. Ruth Gilbert-Whitner, Superintendent of Schools  
Kyle Riley, Assistant Superintendent of Student Services

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Chair Hayes brought the meeting to order at 6:03 p.m. and announced the meeting was being recorded.

Chair Hayes took the agenda out of order.

New Business

*Field Trip Requests*

*DECA District Conference - Quincy, MA Marriott Hotel*

As a result of the snow cancellation days on January 4 and January 5, 2018, the DECA District Conference dates were changed to February 1 and February 2, 2018.

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to approve the overnight field trip date change for the DECA Club District Conference at the Marriott Hotel in Quincy MA from January 4-5, 2018 to February 1-2, 2018 as presented. The motion carried unanimously.**

*DECA District 8 Conference - Falmouth, MA Seacrest Hotel*

An opportunity for a group of DECA students to attend the DECA District 8 Conference became available

**VOTE: Mr. Small motioned; Mr. Bois seconded; voted to waive the nurse requirement and approve the overnight field trip for the DECA Club District 8 Conference in Falmouth, MA from 1/10/2018-1/11/2018, as presented. The motion passed unanimously.**

Old Business

*Superintendent Search*

Chair Hayes reported that the District has received nineteen applications for the position of Superintendent of Schools for the 2018-2019 school year. Mr. Hayes added applications from internal candidates were included in the total.

Chair Hayes presented options in moving forward with the search.

- a. The Committee may conduct the entire process as a full Committee. However, this must be done in an open session. This process may or may not be detrimental.
- b. The Committee may empanel a screening committee consisting of School Committee members and various stakeholders. The number of school committee members should be a sub-committee of the full committee and less than a quorum of members.

The Committee deliberated on the available options and discussed the makeup of the screening committee.

The Committee discussed choosing three to five School Committee members and empaneling other stakeholders to make up a screening Sub-committee. There may not be any more than five school committee members on the screening subcommittee. It was determined that the screening subcommittee ideally consist of a subcommittee of School Committee, a WHEA member, school administrators (principal), special education staff, members at large, for instance PTO presidents, one from each town, maybe a Panther Education Trust member, and a parent. It was considered to be a 12 or 13 member screening subcommittee. The members of subcommittee would be required to sign a confidentiality agreement and would conduct business in executive session. Questions would be assembled, and all selected candidates for interviews will be asked the same questions. The object of the screening subcommittee is to recommend finalists to be interviewed by the full Committee. Chair Hayes anticipates starting the process as soon as possible. Dr. Whitner recommended asking the screening sub-committee for a range from 3-6 finalists. Chair Hayes would like to maintain an aggressive screening sub-committee schedule. If there are not ample qualified candidates, the District may always re-open the vacancy.

**VOTE: Mr. O'Brien motioned; Mr. Cullity seconded; voted to support a Superintendent Search Screening Sub-Committee to begin review of the applicants as soon as possible. The motion carried unanimously.**

The Committee decided on School committee members who would make up the Screening Sub-committee.

Chair Hayes will chair the Screening Subcommittee. From Hanson, Christopher Howard and Michael Jones would represent School Committee from Hanson. Robert Trotta and Fred Small would represent School Committee from Whitman.

Michael Jones indicated interested teachers in attendance Jill Kain (H) and Sarah DeSantes (W) have interest and would like to be part of the sub-committee as parent/sped/teacher/alumni.

At this point, there were ten selections for the subcommittee made. It was the consensus of the Committee to appoint two parents, one from each town

Kevin Kavka asked the Committee to consider a student representative on the subcommittee and can even be a non-voting member. It was the consensus of the Committee to include a student.

Dr. Whitner suggested contacting principals for two interested school council members or PTO recommendations as stakeholders. Angela Greene was mentioned as a potential PTO parent. Chrissy Pruitt, parent in Whitman, also offered to be on the Screening Sub-committee.

It was the consensus of the Committee to direct the Superintendent to contact principals for two interested parents to be on the Sub-committee. The parents may not be employees. The Screening Sub-committee will consist of 13 members. Dr. Whitner will contact principals for recommended parent representatives (from each town) and one student council representative.

The School Committee discussed how to develop questions to be asked by the screening sub-committee. Chair will send applications to screening sub-committee in preparation for screening and conducting interviews.

#### *Screening Committee and Proposed Timeline*

After a brief discussion of best practices, transparency and deliberation of the minimum and maximum desired number of qualified finalists to be forwarded to the full School Committee, Mr. Cullity withdrew a motion to request the Superintendent Search Screening Sub-Committee forward a minimum of three, and

maximum of six, finalists for the position of Superintendent of Schools. Chair Hayes confirmed internal candidates would be interviewed during the initial screening process.

Dr. Whitner recommended a meeting with the Screening Sub-Committee to organize and determine a timeline and series of meetings for interviews.

Chair Hayes set the date of Wednesday, January 17, 2018 at 5:00 p.m. for the initial meeting of the Superintendent Search Screening Sub-Committee, indicating it may be posted as an executive session subcommittee of the School Committee.

*Adjourn*

**VOTE: Mr. Cullity motioned; Mr. Howard seconded; voted to adjourn the meeting at 7:10 p.m. The motion carried unanimously.**

Minutes respectfully submitted by Michelle Lindberg

Meeting materials and handouts:

- Meeting agenda January 8, 2018
- Field Trip Requests – High School DECA Program