

RECEIVED

APR - 4 2016

January 28, 2016

WESTFIELD CITY CLERK

A special meeting of the Westfield School Committee was held on Thursday, January 28, 2016 at 6:30 pm, in the Cafeteria, at South Middle School, 30 West Silver Street. Members present by roll call: Mr. Jeffrey Gosselin, Mrs. Diane Mayhew, Mr. Kevin J. Sullivan, Mrs. Cindy Sullivan, Mr. Ramon Diaz, and Chairman Sullivan.

At 6:30 pm Chairman Sullivan called the meeting to order and then turned the meeting over to Vice Chair Diaz who is taking the lead in the Superintendent Search.

1. Superintendent Search Parent/Community Forum

Mr. Diaz stated the purpose of the meeting was to get input from parents and residents. The attached Parent/Community Forum Worksheet was distributed. Parents and residents shared their thoughts on the professional qualities and characteristics the new Superintendent should possess. Many common themes were voiced: experience as a Superintendent, commitment to Westfield, visibility in the schools and community, budget/finance experience, understanding of special education students, transparency, access to technology, and quality education in all schools.

Mr. Diaz reported the survey results would be used to assist in the search. He reminded everyone the survey was online www.schoolsofwestfield.org. The application deadline and survey deadline was February 1, 2016.

Mr. Diaz reported the School Committee intends to appoint 10-person Screening Committee consisting of parents, teachers, administrators, and a police officer. A sign-sheet was available, on the front table, for anyone interested in volunteering. The final interview and selection process will be done by the School Committee. The intent is to hold interviews within the next few weeks and appointment a new Superintendent in March or April.

At 7:42 pm Mr. Sullivan moved, Mr. Diaz seconded to adjourn the meeting. All were in favor. Motion passes.

Dr. Suzanne Scallion, Superintendent of Schools
Clerk – Westfield School Committee

A true copy, Attest:


Cindy Sullivan, Secretary
Westfield School Committee

CS/cm

SUPERINTENDENT SEARCH

0100

FORUM WORKSHEET

Below are areas and examples listed to help you with this forum. Note the examples are taken from our survey.

AREA with examples	WHAT ARE YOU LOOKING FOR IN EACH OF THESE AREAS?
LEADERSHIP <ul style="list-style-type: none">- Has ideas and approaches to improve graduation rates- Listens to and represents the interests and concerns of parents, staff and students- Promotes high expectations for student and staff	LEADERSHIP
VISION <ul style="list-style-type: none">- Willing to take new approaches to teaching and learning- Supports the use and development of technology in teaching and learning- Articulates a clear vision of what is required to be an excellent school system	VISION
PERSONAL QUALITIES <ul style="list-style-type: none">- Demonstrates integrity, honesty and fairness- Encourages a sense of shared responsibilities- Fosters a positive professional climate	PERSONAL QUALITIES
COMMUNICATION <ul style="list-style-type: none">- Works effectively with elected officials- Should have high visibility in our schools and the community- Knows how to get staff, parents, and community to work together to help children learn	COMMUNICATION
PRIOR EXPERIENCE <ul style="list-style-type: none">- Understands how to and is able to effectively delegate authority- Supports research-based and data-driven school programs- Has worked in Massachusetts public education	PRIOR EXPERIENCE

Superintendent Search Forum
Parent/Community Questions

Scribe Name: _____

Reporter Name: _____

Question 1: What characteristics, background and experiences should the new superintendent possess? (Use Forum Worksheet as a guide)

Question 2: What do you see as the vision for the school district over the next three years?

Question 3: What immediate challenges will the new superintendent face in the first six months in position?

Question 4: What questions would you propose to be asked to the candidates for the Westfield Superintendency?

