

## *Minutes*

### **Joint Meeting of the Hancock and Lamoine School Committees**

6:30 pm on Thursday February 27

At the Lamoine Consolidated School

Present Lamoine: Michael Brann, Gordon Donaldson, Brett Jones

Present Hancock: Sarah Baker, Beverly Johnston, Melissa Newell

Also Present: Interim Superintendent Judy Lucarelli

#### 1. Select a Chair for the Meeting

It was agreed that Gordon Donaldson would chair the meeting.

#### 2. Procedures for Joint Meeting Decisions

Judy presented procedures for consideration.

Moved by Sarah and seconded by Beverly to approve the procedures as presented.

Moved by Brett and seconded by Michael to approve the procedures as presented.

Motion carried unanimously.

#### 3. Process for Hiring a Superintendent

Judy provided a draft hiring process with a list of decisions to be made at the meeting.

- ✓ The Committees agreed to the timeframe.
- ✓ Gordon will represent the Lamoine School Committee and Sarah will represent the Hancock School Committee on the Screening Committee. Gordon, Sarah and Judy will meet at 2:30 on Tuesday, 3/4/14 at HGS
- ✓ The Interview Committee will include the Interim Superintendent and from each town: the Screening Committee member, the principal, a teacher, and a parent. The Chair of each Committee will consult with the Principal about the choice of parent and teacher.
- ✓ There was discussion of the wording of the job description. The Screening Committee will finalize this and Judy will send it to the School Committees.
- ✓ There was discussion about the wording of the advertisement. The Screening Committee will finalize this and Judy will send it to the School Committees and post it by the end of the week.
- ✓ Judy will advertise for a Curriculum Director and Special Education Director at the same time in case applicants are interested in more than one position.
- ✓ There was discussion of the application materials and revisions were made.
- ✓ Judy will ask each principal to prepare a one-pager about the school including links to the school and town web pages.

4. Process for Central Office Location

It was agreed that an ad would be run for Central Office space. Judy

5. Selection of a School Board Attorney

The Committees are interested in exploring alternatives for a School Committee attorney. Melissa, Michael, and Judy will meet with Peter Lowe from Brann and Isaacson in April.

6. Process for Decisions about Administrative Services

Judy prepared a revised grid of services showing how the options have narrowed.

Judy will work with Committee Chairs on these services during the week of April 14. If there is a difference on an issue it will be referred to the School Committee for individual decisions.

7. School Improvement/NCLBA Options

Judy will start the NCLBA applications with the Principals in May.

8. Adjourn

Moved by Michael and seconded by Michael to adjourn. Motion carried unanimously.

Meeting was adjourned at 9 pm.