

Joint Supervisory Committee

TUESDAY, October 10, 2023 6:30 p.m.

Remote Meeting – Google Hangout Meet

Final Minutes

Attending: Steven Blinder, Erik Semb, Mandy Blackbird, Kate Woodward, Bethany Rose, Becky Tew, Jen Culkeen, Beth Erviti, Jeremy Mailloux, Barbara Doyle, Anna Wetherby (minutes), Jya Plavin, Jessica Rocheleau, school committee members; Caitlin Sheridan, Director of Finance and Operations; Jennifer Culkeen, Superintendent

1. Meeting called to order at 6:30
2. Reorganization of the Committee – Chair and Vice Chair
 - Erik nominates Steve as chair and Becky as vice chair - Kate seconds - passes unanimously
3. Public Hearing
 - None
4. Approval of the Minutes
 - September 18, 2023
 - Becky move to approve, Mandy seconds - minutes pass with one abstention
5. New Business
 - Superintendent Search Committee –
 - Steve recommends going through the MASC as the joint supervisory committee membership has limited experience in superintendent searches
 - Very involved process, a lot of work falls to the Union Secretary
 - Committee members express mixed feelings regarding working with MASC on a superintendent search
 - Barbara wonders where we would find the funds for this
 - The only funds could come from school committee funds
 - Are there any available funds from any of the schools?
 - U28 budget covers salaries only and all salaried all positions are currently filled
 - Does the money have to be U28 allocated money to start?
 - The end impact is the same for the schools no matter where the money started
 - Searching can be complicated and expensive due to holding a nationwide search
 - Can we form a committee and determine what the search is looking for and from there determine if it needs to be a nationwide search or one more local
 - There appear to be no viable internal candidates
 - Traditionally searches begin mid-October
 - U28 has a school spring account where the committee can start
 - Committee members express support for establishing a search committee
 - Membership of interview and screening committee - each school needs a representative school committee member, staff representative, principal representative
 - Clarification on the hiring committee is from the Joint Supervisory Committee, not the individual members of each town
 - Can email potential committee reps
 - Erving: Jen Eichorn
 - Shutesbury: Julie Martel
 - Leverett: Becky Tew

- New Salem: Steve Blinder
 - Wendell: Mandy Blackbird
 - Anna moves to nominate Jen Eichorn, Julie Martel, Becky Tew, Steve Blinder, and Mandy Blackbird for membership of the Superintendent Search Committee; Beth seconds - passes unanimously
 - Job description to be shared with the committee members tomorrow
 - First meeting overview, process, dates for interview, interview questions
 - Committee slated to meet next week - Monday or Wednesday at 7pm ideally
 - Request for members to come to the first meeting with priorities written down
 - Need to choose a member to be coordinator for the committee meeting
 - The initial meeting will be developing the full committee membership
 - Who will be responsible for reaching out to principals staff members
 - Jen will give a list of email addresses to Steve, Steve will email coordinate the responses
- U28 Central Office Support Staff Salary Scale
 - Details on who the four people are in the Support Staff roles
 - Support staff in central office are not a part of the bargaining unit
 - The support staff salaries are coordinated with teacher salaries
 - FY21 no COLA, following years COLAs were very low
 - Looking to calculate the COLA as an average but to include more steps for the support staff
 - 2 of the 4 employees are at step 7 already
 - Do the schools correspond with step levels for support staff?
 - The individual school have between 11-14 steps
 - The new steps are already calculated in the FY25 budget
 - Beth moves to accept the central office salaries as presented, Becky seconds: passes unanimously
 - It is important for people to remain motivated in their job

6. Old Business

- U28 Efficiency Study – next steps
 - Suggestions from study is explore regionalization of U28, not to commit to regionalizing
 - The autonomy of the schools is important
 - The amount of reporting work that is required is tremendous for each principal - could be lessened with regionalization
 - What does regionalization do to the high school level for the different towns?
 - There are regional elementary schools
 - The study on recommended exploring more of regionalization, not commit to regionalizing
 - What is the order of operations between superintendent search and regionalization?
 - Prioritize the superintendent search

7. Director of Finance and Operations Report

· FY25 U28 Budget

Ready to move the budget forward

- Review of budget changes and town portions

- Overall school allocation changes based on enrollment changes -
 - Swift River had the largest increase
 - School choice students count toward the total enrollment
- Beth moves to accept the U28 FY25 budget, Jeremy seconds; passes unanimously

8. Future Items to Discuss

- Next Meeting Date – November 20, 2023
- Budget & Personnel Committee – October 23, 2023 (if needed)
- Since the budget passes, this meeting is not needed

9. Adjournment

Beth moves to adjourn the meeting, Steve seconds; meeting adjourned at 7:36