

05.06.16

GSAA Board of Trustee Meeting

Meeting called to order at 6:13pm

Present: Judy David, Melanie Holden, Ken Dunne, Kate Russell, Don Erdbrink on phone

Excused Amy Sevigny

Purpose of meeting is to define guidelines for HoS committee search for new head of school.

Mel reviewed strategic plan & mission statement; members discussed head of school attributes

Active citizens: need community services programs added;

Mr. Viau doing that with Kids in Theater; need to reestablish programs reading Little Buddies

Creative thinkers: feel like we are meeting and doing a good job.

Independent learners; need more evaluation; need more definition and measurements to know status of meeting this part of the mission statement

Curriculum committee (Melanie and any other board member are welcome to join) will be **meeting with Mark Bograd, Wednesday 9:30am May 11.**

Melanie reviewed the mission statement; assessment of mission and vision will be revisited by board at future time and edited to be more succinct and shorter.

Discussion of critical attributes for new HoS;

- Student learning; arts integration curriculum piece
- Teacher curriculum development more tightly reviewed and aligned with our mission statement.
- We are doing well in area of competence based learning. Anecdotally, Don reported that Kim Carter, Ed consultant to GSAA teachers says we are excelling better at the program than some of the larger high schools in our area.

Effective communications with students, parents and teachers;

- Need establishment of "standard" set of tools, an example: all teachers use Google classroom.
- Professional Development of staff; new HoS to engage in leading teachers and staff to be the best they can be

Question to ask new HoS; how do you plan to build the community?

Fundraising; need HoS to make connections to the larger community; need HoS to show up and be "representing" public face of school. Need an excellent communicator, written and verbal.

Technology plan: access and inventory assets; what else is needed?

Physical environment; HoS demands high level of pride via school cleanliness; students need to be more engaged in keeping the school clean and orderly

Teachers: set expectations to keep physical

Discussion of "3 HoS lists" for candidates;

- "Must haves"
- "Nice to haves"
- "Would like to have these experience or knowledge of these duties;

Summary of process:

Board generated/created lists using dot voting process; each member placed dots on their top three "Must Haves" and 4 dots for "Nice to have" attributes.

"3 Must Haves" after dot voting:

- Certified principal and experience at head of school position;
- Policy and procedure including HR knowledge of DOE and state statutes
- Leadership qualities and skills including:
 - Creating a school culture that includes discipline, compassion and inclusiveness.
 - Outstanding communication skills with students, parents, staff and board of trustees; must inspire and motivate the community. Public speaking and interviews.
 - High level of integrity

"Nice to haves" whole list: 4 dots each

- Charter school knowledge (top dot votes)
- Management development
- Experience with HS students
- Personality to handle students
- Facilities management
- Arts Background
- Fundraising/Grant writing
- Years in Education (no dots)
- Volunteer community service (no dots)
- Power School (no dots)

Melanie motions to go into closed session RSA 91- A:1-3 second by Judy @ 7:54PM

Back into public 8:05 pm

- 3 levels of interview process for HoS
- Committee for HoS includes; Parent Sheri Callahan, Student Taylor Conlon, Teacher Bill Viau, Consultant Robyn Calitri, Teacher Jenna Mc Mahon, Renia R., Mark, Deidre Smith and Chrissy Carron
- Top two choices from committee invited to come to school to shadow Mark.
- Top two choices come into interview with BoT.

Motion to adjourn the meeting at 8:20 by Melanie and second by Kate – approved by all.

****Minutes transcribed by Kate Russell in Amy Sevigny's absence *******