



**DOVER SCHOOL
DISTRICT**

DOVER SCHOOL BOARD – MINUTES

Meeting Type:	Special Session #14
Meeting Location:	Media Ctr(Rm 306) McConnell Center
Meeting Date:	Monday, October 28, 2013
Meeting Time:	6:30 P.M.

A special session of the Dover School Board was called to order by Chair Rocky D'Andrea on Monday, October 28, 2013 at 6:31 P.M. in Room 306 McConnell Center.

A. ROLL CALL: Present were Doris Grady, Amanda Russell, Betsey Andrews Parker, Paul Butler, Kathy Baker, Sarah Greenshields and Rocky D'Andrea.

Also present were: Fosters

B. PLEDGE OF ALLEGIANCE: Sarah Greenshields let the Pledge of Allegiance.

C. CITIZEN'S FORUM (LIMITED TO AGENDA ITEMS ONLY): No one addressed the Board.

D. REVIEW OF BIDS FROM RFP FOR SUPERINTENDENT SEARCH AND PROCESS FOR THE SEARCH:

The only proposal received from this RFP was from Ray and Associates, out of Iowa.

Kathy Baker moved, Amanda Russell seconded accept the proposal from the RFP for the selection of the Superintendent.

Mrs. Grady stated that she feels that the cost is too high. The base cost is \$16,000, and there could be other costs that could cause the total cost to increase to as much as \$20,000. She inquired as to whether the bid should be sent out again. She believes NHSBA may have felt that they would be awarded the contract since they assisted the district with the search for the interim superintendent at no cost.

The bid was sent to NHSBA, NHSAA, NESDEC, and 3 other national private organizations. Responses were not received from any of them, with the exception of NEASC. They responded stating they could not be involved in the search since they had a conflict of interest.

Mrs. Grady recommended not accepting this bid and determining another plan.

Ms. Baker stated that the Board has done a search on their own with the help of committees. She believes this search can be done as a community and it will most likely not be a huge national search since Dover may not offer as much financially as other districts. She continued to say that she doesn't feel we would need to pay for the services of an outside search company and recommended that the District do the search on its own, with the help of the community.

Dr. Butler agreed with Ms. Baker.

Ms. Andrews Parker summarized for the Board and public who the bid went to and the process which was taken to make it known. This bid was placed on the Dover School District website, Fosters, and emailed to vendors. She added that it was clear that the Board wanted an RFP for



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this search. She agrees that the District can do the search on its own, but wants to be sure that the District has a process to collect community input, and that the input is collated and distributed in a way that will be user-friendly. She was hopeful that the District would be able to have the benefit of a neutral party in this search. If the District does the search on its own, there will be a large time commitment. Ms. Andrews Parker suggested the use of an outside facilitator who may be able to help with the search. Performing the search at the same time as generating a budget will be a difficult and time consuming task.

A roll call **VOTE FAILED 0/7 (all opposed)**.

Mrs. Grady moved, Amanda Russell seconded to put out another bid with hopes to receive more results.

Mr. D'Andrea asked Mrs. Grady if she thought there would be more bids if the process was repeated.

Mrs. Grady responded that it will be difficult to tell, but the District has time since they will not be able to really begin a search until January or February since that is when many superintendents start searching for positions for the following year.

Ms. Russell commented that she thought that the process would begin in November with focus groups, meetings with parents and community members, etc. occurring so that the criteria for the superintendent candidate be determined early. With this information determined early, Dover would have a better chance of attracting possible candidates early. She agreed that the Board is capable of doing the search, it would be difficult during budget season and would like to get a facilitator also.

Mrs. Grady noted that the community has always been involved and the process may be not be as long as expected.

Mr. D'Andrea commented that the District may be able to start the search in the time that it would take to re-post the RFP.

An oral **VOTE FAILED 1/6 (Baker, Butler, Greenshields, Russell, D'Andrea, Andrews Parker opposed)**.

Amanda Russell moved, Paul Butler seconded completing the superintendent search as a community without the aid of an employment company.

Ms. Russell added that if the demand is high for participants asking to be on this committee, a random selection take place that there is no appearance of a bias.



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Mr. D’Andrea suggested that a possible committee include 3 school board members, 3 city councilors, a parent representative from each school, a staff member from each school and an administrator.

Mrs. Grady commented that she thinks that a plan should be determined before committees are formed.

Mr. D’Andrea stated that this is a starting point and wants to make sure that everyone has equal representation and that there is a good balance.

Ms. Andrews Parker offered to put together a starting point timeline for the search. She asked Mrs. Grady to bring information from past searches that may be helpful with this process. Mr. D’Andrea asked that this information be forwarded to Betsey beforehand.

Ms. Andrews Parker asked that Mr. Fernandes not be involved in any way or receive any information on the search, unless he submits documentation that he will not be applying for the position.

Ms. Greenshields asked how efficient past searches have been and if there have been any thought been given to a local organization as a facilitator.

Ms. Baker summarized the process of the last superintendent search since she was a member of the committee. She felt that the committee did good work, but felt the end result wasn’t what the committee really wanted. She continued to say that she feels that it is important how the consensus of the committee’s recommendations are brought forward after the process has been completed. This may be where a facilitator is helpful.

Ms. Andrews Parker stated there are many staff companies that may be able to assist with the process. These companies can screen applicants, offer them information, questions, etc. This can be a smaller version of the RFP. This may reduce the burden on staff members during the busy budget season.

Mr. D’Andrea what the cost of this service may be. Ms. Andrews Parker responded that it can be a percentage of the salary or a set rate. Examples of these types of services should be brought to the workshop on November 18th.

Mrs. Grady commented that the difficult part is that the Board needs to make the final decision and everyone won’t be happy with the final decision. She felt that the input from the committee during the last search was rushed.

Mrs. Grady added that she doesn’t believe there will be many applicants for this position, but agrees there should be a plan for the process.



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Mr. D’Andrea summarized the next steps saying there will be a workshop on Monday, November 18th to finalize the plan for the search. He requested that Mrs. Grady and Ms. Baker, who have participated in searches in past send any helpful information to Ms. Andrews Parker. Details will be determined at the meeting.

An oral **VOTE PASSED 7/0.**

Committee members will be requested and selected after the November 18th workshop.

O. ADJOURNMENT:

Amanda Russell moved, Kathy Baker seconded to adjourn the Special Session at 7:05 p.m. An oral **VOTE PASSED 7/0.**

Respectfully submitted,
Betsey Andrews Parker, Secretary
BAP/ral