

NORTON PUBLIC SCHOOLS  
Norton, Massachusetts

Superintendent Search Committee  
Minutes of Meeting

**Date of Meeting:** Tuesday, January 17, 2012, 6:30 P.M.

**Location:** Norton Middle School Library

**Attending:**

Kenneth Cabral  
Raymond Dewar  
Karen Ellston  
Alycia Fernandes  
Sara Horton  
Robert Kimball  
Loretta Wilson  
Hannah Lavendier

Lindy O'Connell  
Shawna Powers  
Terry Rand  
Kent Taylor  
Marge Werner  
Michael Yunits  
Patricia Ansay

**Absent:**

Beth McManus  
Jeanne Sullivan

**Call to Order:** C-Chairperson Marge Werner called the meeting to order at 6:30 P.M.

**Vote to Approve Minutes of Previous Meeting:**

Ray Dewar made a motion, seconded by Bob Kimball, to approve the minutes of the December 12, 2011 meeting. The vote was unanimous.

Agenda item 4 was tabled until the next meeting.

**Discuss Appropriateness of Interview Questions Utilizing MASC Guidelines:**

All members reviewed guidelines for what may and may not be asked of candidates. There were no questions or comments.

**Vote on How Questions Will be Presented During Interview Process:**

Bob Kimball explained how the questioning was conducted during the recent search for the new Town Manager. During that process ten questions were asked of each candidate. The committee discussed how many questions would be used and who should ask them. They suggested that a question concerning a certain group should be asked by a representative from that group, such as administration, teachers, community representatives, or supportive staff.

Ken Cabral motioned to adjourn and enter executive session, not to return to open session, for the purpose of creating questions for the first round of interviews. The motion was seconded by Ray Dewar. Roll call vote: Ken Cabral-yes, Ray Dewar-yes,

Karen Ellston-yes, Alicia Fernandes-yes, Sara Horton-yes, Bob Kimball-yes, Hannah Lavendier-yes, Lindy O'Connell-yes, Shauna Powers-yes, Terry Rand-yes, Kent Taylor-yes, Loretta Wilson-yes, Marge Werner-yes, Michael Yunits-yes. The motion carried.

The meeting adjourned at 6:40 P.M.

**Next Meeting Date:** Monday, January 30, 2012 – 6:30 P.M. at NMS Library

Respectfully Submitted,

Patricia H. Ansay, Ed.D.  
Secretary pro tem

Elizabeth McManus  
Chairperson, Search Committee

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Carol Malloy  
Secretary, Search Committee

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