

**New Milford Board of Education  
 Special Meeting Minutes  
 February 21, 2019  
 Lillis Administration Building – Board Room**

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 NEW MILFORD, CT

Present:	Mr. David A. Lawson, Chairperson Mr. Bill Dahl Mrs. Wendy Faulenbach Mr. Brian McCauley Mrs. Tammy McInerney Mrs. Eileen Monaghan Mr. J.T. Schemm
Absent:	Mrs. Angela C. Chastain Mr. Joseph Failla

1. A.	<b>Call to Order</b> <b>Pledge of Allegiance</b> The special meeting of the New Milford Board of Education was called to order at 6:30 p.m. The Pledge of Allegiance immediately followed the call to order.	<b>Call to Order</b> <b>A. Pledge of Allegiance</b>
2.	<b>Public Comment</b> <ul style="list-style-type: none"> <li>There were no comments made.</li> </ul>	<b>Public Comment</b>
3. A.	<b>Discussion and Possible Action</b> <b>Presentation of New Milford Public Schools 2019 Superintendent Search Leadership Profile Report</b> <ul style="list-style-type: none"> <li>Dwight Pfenning and Don Macrino from the consulting firm of Hazard, Young, Attea &amp; Associates (HYA) were present to discuss the executive summary of the Superintendent Search Leadership Profile Report.</li> <li>The data was obtained from input received when meeting with focus groups and individuals in either an interview setting or larger group settings on January 23 and 24, 2019, and from the results of the online survey completed by stakeholders between January 11, 2019, and January 30, 2019.</li> <li>In total, twenty-two stakeholder interviews and focus group meetings were used to collect</li> </ul>	<b>Discussion and Possible Action</b> <b>A. Presentation of New Milford Public Schools 2019 Superintendent Search Leadership Profile Report</b>

	<p>information regarding the strengths of the district, the challenges that it will be facing in the coming years, and desired characteristics for the new superintendent. The online survey was used to collect data relevant to ranking desired characteristics in the new superintendent, as well as to gather open ended comments regarding those characteristics, the district/community in general, and suggestions for prospective superintendent candidates. All told, 453 respondents either completed the online survey, attended a focus group, or did both.</p> <ul style="list-style-type: none"><li>• In the area of district strengths, several topics were consistent: Focus Group participants were obviously proud of New Milford as a community supporting their schools; Focus Group participants expressed appreciation for teachers and building level administrators who have remained dedicated to the students of the New Milford Public Schools; Students frequently spoke of bonding with teachers to assist them in times of academic need and in general acclimation to the school environment; Focus Group participants spoke of the strength of New Milford’s Special Education program and Talented and Gifted program; It was generally agreed that the facilities were well maintained and adequate; Parent and Student Focus Groups spoke highly of the music and art programs offered by the district; The presence of law enforcement and practical safety procedures have made students, staff, and community members feel more secure within the teaching and learning environment.</li><li>• When addressing challenges to the district, topics raised included concern regarding: changes to district leadership, inconsistencies attributed to lack of systems knowledge of policies and procedures, district funding, the need for greater support for “students in the middle” and concern regarding teacher attrition.</li></ul>	
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- In looking forward, Focus Group and survey participants consistently reported several characteristics that they desire to see in the next superintendent: Most Focus Groups and survey participants want an experienced educator with deep passion for developing and supporting visionary operational and academic strategies that may be transformed to New Milford's strategic movement forward; The new superintendent should provide evidence of successful engagement and transparency with all community constituents built upon trust, honesty and integrity, regardless of issues at hand and/or problems to be solved; The new superintendent must demonstrate strength as an educational evaluator with the ability to recruit, employ and retain effective personnel throughout the district; It is expected by most Focus Groups that the new Superintendent will provide evidence of a clear understanding of student achievement through detailed analysis of data; Key to all aspects of the new Superintendent's work will be the ability to communicate effectively with all constituents in New Milford.
- The Leadership Profile will become part of the HYA recruitment package so that all prospective candidates will get a sense of what is important to the community. In turn, the Board of Education, in conjunction with HYA, will use this knowledge to measure how well a candidate's skill set will match with the community's desired leadership characteristics.
- Mrs. Faulenbach asked that the profile materials be added to the district website. There were no objections.
- Mr. Pfenning said they will update the Board weekly going forward on the general status of applications. The review of the slate of candidates is planned for April 8, 2019.

**Mr. McCauley moved that the Board of Education adopt the New Milford Public Schools 2019**

**Motion made and passed unanimously that the Board of**

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	<b>Superintendent Search Leadership Profile Report as presented, seconded by Mrs. McNerney and passed unanimously.</b>	<b>Education adopt the New Milford Public Schools 2019 Superintendent Search Leadership Profile Report as presented.</b>
<b>4.</b>	<b>Adjourn</b>  <b>Mrs. Faulenbach moved to adjourn the meeting at 7:07 p.m., seconded by Mr. McCauley and passed unanimously.</b>	<b>Adjourn</b>  <b>Motion made and passed unanimously to adjourn the meeting at 7:07 p.m.</b>

Respectfully submitted:



Eileen P. Monaghan  
Assistant Secretary  
New Milford Board of Education