



A. The usual time frame that is expected for a superintendent search is 6-7 months. I believe we are looking at closer to 7-8 months. If that is the case, we will identify someone by late April or May, which should suffice for a July 1 start. More time with positive things coming out of this Board will be incredibly important to this process. I know the Board has taken steps to make sure that happens, but there are a number of things to talk about. We will need to discuss a few things in executive session as well. Your priorities for a candidate are best discussed there so that people do not tailor their responses to your stated needs.

Q. Will the candidate pool mostly be from from NYS?

A. Mostly, but not necessarily exclusively. Interestingly, certification is not the biggest factor in this; the pension system is. There is no portability in the NYS pension system. However, New York searches have been getting a lot of applications from New Jersey, where a salary cap was recently passed on superintendents. The vacancy notice will be distributed nationally.

Q. Are there different pools of candidates that the Board would have available to us if we were to use a consultant?

A. The good search consultants and district superintendents talk to each other. There is no secret pool of candidates anywhere. You will see all of the applications.

The Brochure - Although a brochure could be done, Dr. Dedrick recommended not printing one. Instead, he suggested a dedicated webpage – accessible from the Niskayuna website - for the Nomination/Application form. The initial form would be an easy fill-in form, taking 5 minutes to complete. BOCES would also email this link to each superintendent in the state. After a candidate is cleared through the first step, more information will be requested.

Board of Education Contact and District Contact – with Board approval, John Yagielski will serve in both capacities.

Q. How do you feel about nomination process?

A. This method may provide an opportunity for someone interested without their having to reach out themselves, and jeopardize relationship within their district. When someone is nominated, BOCES would reach out to inform them of their nomination and gauge the interest level. The beginning of this process is confidential, but by the finalist stage, all names will be made public. We understand that community involvement will be important. The process will include some open public forums - a couple at schools, a couple in community locations. Attendees will be asked to write some questions for the candidates down. We will use the answers to formulate questions for the candidates, as well as to inform the characteristics we are looking for in a superintendent. To be able to hand the candidate that information from the community is a gift. A wise superintendent will use this information to formulate goals for their first year. Those questions would also be placed on the search page, where community members could fill it out online.

Q. How do you want the community to be involved in the actualy process, itself? A couple of community groups do interviews? Open forum for all members of the community? Think about that; discuss it and come to consensus.

Interview Steps - Some search consultants will choose candidates for you; we do not believe in that. When we have all completed information in, BOCES will get some basic background information on each candidate. Then, we will all sit down to a simple process: yes, no, or maybe for each applicant. The next step will be “Speed interviewing”, which would be 45 minutes to get to know 10-12 candidates. This first round of interviews will be done at BOCES offices for confidentiality. Finally, you will decide who you would like to bring back for a more in depth discussion. Choose 2-4

finalists. Again, think about how would you like community and stakeholder involvement in that.

We will be asking each group to present findings, not a ranking. We will repeat this over and over again. We are asking for stakeholders to share their input, but the choice of superintendent is up to the Board.

Q. Last time we took great pains to involve the community in forums, and very few people came.

A. The forums are not about picking a candidate; they are about informing you to help in questions for candidates.

Mrs. Mauro suggested an online survey to gather this information. The Board discussed whether Board members should also be present at these forums. One Board member pointed out that they should be there so that it does not appear as if information is filtered to the Board. Another suggested people will be more transparent if the board members are not there. Although this must be decided by the Board, Dr. Dedrick pointed out that Board members would not be in the room during stakeholder interviews. It changes how candidates interact with stakeholders. He recommended heterogeneous grouping so that answers cannot be tailored to a particular group.

Q. What is the perception of our district as we go out to search for a candidate?

A. The perception of your district is very positive. The perception of the board is such that people are somewhat wary. John Yagielski at the helm as the interim has been very positive. I will tell you that the superintendents and administrators in New York State know him, know him well, and have a lot of respect for him.

Concerning the district's recent past, keep in mind that a Niskayuna is a high profile district that gets news coverage. "Perception is reality". When there is any sudden change in a high profile well-known school district, people wonder what is going on there. This Board and this superintendent must be a part of the settling process. This school has an incredible reputation. The first question candidates ask is, "What is the Board like?" Candidates will be interviewing you just as you are interviewing them.

Mr. Yagielski said that this Board is headed in the right direction. This Board sitting here is not the same Board that was there then.

Dr. Dedrick recommended eliminating using too many filters. Filters are bad when they stop people from applying. – Don't require a PhD, say that salary is commensurate with experience and existing regional salary, and residency is preferred. A national search will be conducted, using AASA and other tools. Social media will also play a large factor. Skype interviews with people around the country will be set up as necessary.

Q. When do we need to have this kind of information together?

A. We will get a timeline together and stick to it. You may want to start with the end in mind: do you want final selection to be after the Board election or before? Dr. Dedrick explained that it will take approximately 6-8 weeks for three sets of interviews. The Board will need to look at its own schedule during the spring to see when this can best take place. Before we leave here tonight, we will set up another date during the month of October to have the discussion with the Board on what you would like in the next superintendent.

Information will be available on the website by November. At the March NYSCOSS Conference, BOCES will set up table and room to speak to potential candidates.

The next meeting will be held on October 21, 2014 at 7:00 p.m. Note that this meeting will be spent largely in Executive Session.

Mr Winchester moved to adjourn at 8:19 p.m. Mrs. Gordon seconded. Motion carried 7-0.

Adjourn