

**BEDFORD SCHOOL COMMITTEE
SUPERINTENDENT SEARCH SUBCOMMITTEE
NOVEMBER 23, 2022**

**Meeting location:
Superintendent Conference Room
97 McMahon Road**

1. Call to Order

At 10:07 AM, Mr. Morrison called to order the meeting of the Bedford School Committee. Other members present included Ms. Scoville. Superintendent Philip Conrad, ex officio, and Mr. Glenn Koocher, MASC Executive Director, present.

2. Review of Timeline for Search Process

Mr. Koocher outlined the MASC process. Focus groups will be held in-person & via Zoom for Community, Parents, and Educators.

Timeline:

- Community Input & Survey
- Focus Groups
- Announcement/Brochure
- Screening Committee Process
- December 2022
 - Superintendent Job to be posted on 12/2/2022 on MASC website.
 - At 12/6/2022 SC meeting, will make motion for approval to appoint screening committee.
 - Send out SC Questionnaire Google Form in the 12/9/2022 Friday Letter. Responses due by 12/16/2022 for the Screening Committee.
 - Community survey to be developed.
 - Focus Group Meetings to be held the week of 12/19/2022
- January 2023
 - Focus Group Meetings to be held week of 1/2/2023 and 1/9/2023.
 - Screening Committee Orientation to be held on 1/3/2023.
 - Deadline for Superintendent Candidate applications set for 1/6/2023.
 - Candidate Interviews held 1/18, 1/19, 1/25, & 1/26/2023.
- February 2023
 - Final Screening Committee meeting to choose top four candidates on 2/1/2023.
 - Announcement of Top Four Candidates on 2/3/2023.
 - Candidate interviews with School committee week of 2/6/2023.
- School Committee vote on new Superintendent planned for 2/28/2023.

3. Review Superintendent Ad/Brochure

Superintendent Job opening brochure shared with all present and discussed.

4. Review Screening Committee Questionnaire

Screening Committee google form questionnaire reviewed by all present.

5. Adjournment

At 12:15 PM the meeting was adjourned by a roll call vote.

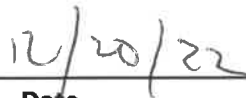
Motion Approved 2-0-0

Ms. Scoville Yes

Mr. Morrison Yes



School Committee Secretary



Date

Next School Committee Superintendent Search Subcommittee Meeting: December 6, 2022

8:00 AM to 9:00 AM

Via Zoom Webinar