

**3<sup>rd</sup> meeting  
Franklin Northwest SU  
Superintendent Screening Committee Meeting**

Date: January 10, 2018

Time: 5:00 p.m.

Location: Library

1. Call to Order at 5:10 p.m.

Members present: Christie Martin, Penny Hakey, Jason Barney, Laurie Kilbury Pierrette Bouchard, Tom Gates, Chris Shepard, Lisa Hess, Dena St. Amou, rJeff Benay, Jay Denault---absent Marcy Stefaniak and Paul Gregoire

2. Approval of minutes from December 13, 2017 Chris Shepard made the motion to accept the minutes, second by Jay Denault, motion passed

3. Develop Interview Questions – (motion for executive session)

work on developing questions--main goal for tonight

Tom Gates explained that we had a committee member leave,  
replaced by Jay Denault.

Chris Shepard made the motion to go into executive session, Jason Barney seconded, motion passed. 5:17pm

4. (Out of executive session)-Interview arrangements for both screening committee and community plus SU board-place and times

Bob will compile questions, we can give feedback and get it to him by Monday and we will finalize the questions on the 29th.

Out of executive session at 6:33

5. Avoiding Discriminatory Pre-employment Inquiries (please review the attached)

Review on our own

6. Evaluating Candidates--**have evaluations DONE by January 29th**

7. Reference Check Process--we have 15 reference checks now. We can start calling after the 29th--we will work through this at our next meeting

Interviews will be held at Holy Trinity Episcopal Church

8. Candidate site visit to FNWSU and sending school communities

9. Questions/Other Committee Business

10. Next agenda: Review and select candidates to be interviewed plus finalize interview questions.

11. Motion to Adjourn 6:45 pm