

1 Mont Vernon School Board

2 Wednesday, July 14th 2021

3 Meeting Minutes- Approved 08 24 2021

4 Attendees:

5 Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant
6 Superintendent, Meg Beauchamp- Director of Student Services and Amy Facey- SAU #39
7 Business Administrator.

8 Mont Vernon Village School Board: Chair- Sarah Lawrence, Vice Chair- Peter Eckhoff,
9 Secretary- Jessica Hinckley, and Stephen O'Keefe.

10 Board Minutes: Danae A. Marotta

11 Public: Mont Vernon Community Members

12 I. Call to Order

13 **Chair of the Mont Vernon School Board, Ms. Sarah Lawrence, called the meeting to order**
14 **at 2:03PM.**

15 II. Non-Public Session

16 **Mr. O'Keefe motioned to enter into Non-Public Session RSA 91 A:3 II (a) and (b) at**
17 **2:04PM. Mr. Eckhoff seconded the motion. The vote was unanimous. Motion passed.**

18 **Ms. Lawrence called a roll call: Lawrence- Yes, O'Keefe- Yes, Eckhoff- Yes and Hinckley-**
19 **Yes.**

20 Other persons present during nonpublic session: Superintendent Steel

21 Description of matters discussed and final decisions made: personnel discussion

22 III. Board to Resume Public Session

23 **Mr. O'Keefe motioned to exit Non-Public Session at 2:14PM. Ms. Hinckley seconded the**
24 **motion. The vote was unanimous, motion passed.**

25 **Ms. Lawrence called a roll call: Lawrence- Yes, O'Keefe- Yes, Eckhoff- Yes and Hinckley-**
26 **Yes.**

27 **Mr. O'Keefe motioned to seal the minutes due to potential effect on the reputation of**
28 **person other than a board member. Ms. Hinckley seconded the motion. The vote was**
29 **unanimous, motion passed.**

30 **Ms. Lawrence called a roll call: Lawrence- Yes, O'Keefe- Yes, Eckhoff- Yes and Hinckley-**
31 **Yes.**

32 **Mr. O’Keefe motioned to accept the resignation of Mont Vernon Village School Principal,**
33 **Dr. Kim Sarfde. Ms. Hinckley seconded the motion. The vote was unanimous, motion**
34 **passed.**

35 **Ms. Lawrence called a roll call: Lawrence- Yes, O’Keefe- Yes, Eckhoff- Yes and Hinckley-**
36 **Yes.**

37 She asked Superintendent, Mr. Adam Steel, to explain the search process.

38 Mr. Steel noted that they have posted the job for the Mont Vernon Village School for a number
39 of days already and have received a number of applications. The process will kick off on August
40 2nd. They are planning to have screening interviews with himself, a board representative and
41 some of senior administrators from the SAU. On August 3rd, they are planning on having a
42 committee that interviews candidates and a second subcommittee of staff. If there are any
43 finalists that are determined, they will do interviews on August 9th. They are aiming for August
44 9th to have this process completed.

45 He further explained that it is late in July and they are looking interim principals in case the
46 search process is not successful.

47 Ms. Lawrence asked for board thoughts.

48 Ms. Hinckley suggested a deeper search so that the principal stays long term.

49 Mr. Eckhoff added that he is on both sides. He questioned if there were names in the applicant
50 pool that were familiar.

51 Mr. Steel noted that there were some candidates that looked familiar he will have to look at his
52 notes.

53 Ms. Lawrence asked if there are certain months where the candidate pool is larger.

54 Mr. Steel replied that it is not the ideal time to do a search. He is comfortable with finding a
55 interim, for Principals the ideal time is December and January.

56 Ms. Lawrence asked if it would make a big enough difference to wait.

57 Mr. Steel suggested that they wait a week or two before they make a final decision. It has been
58 posted for three days and they have nine candidates.

59 Ms. Lawrence added that she is comfortable with proceeding with the plan as is.

60 Mr. Steel asked for the Board representative. In a week, he can meet with them and review
61 applications.

62 Mr. O’Keefe mentioned that there is a lot to work on for the beginning of the school year.

63 Ms. Lawrence suggested interviewing on August 2nd.

64 Mr. Steel remarked that he is open to whatever plan the board would prefer.

- 65 Ms. Lawrence added that the interim could start on August 3rd.
- 66 Discussion ensued over the timeline and possibility of viable candidates.
- 67 Ms. Lawrence suggested that they vote. She questioned if they should they keep the application
68 process open or take the interim route.
- 69 Ms. Hinckley replied that there are benefits to both.
- 70 Ms. Lawrence asked if they are willing to risk a 10-day buffer.
- 71 Mr. O’Keefe asked about the timeline.
- 72 Mr. Steel replied, Friday the 27th is the first official day.
- 73 Ms. Lawrence commented that they can leave it open for a week, and then they can extend the
74 search option.
- 75 Ms. Lawrence added that it sounds like Mr. Eckhoff would like to keep it open for another week.
- 76 Mr. Eckhoff asked where are the jobs posted.
- 77 Mr. Steel replied that they have placed the job posting on their website, www.edjobsNH.com and
78 www.schoolspring.com.
- 79 Ms. Lawrence mentioned that they need to come up with a consensus for the timeframe.
- 80 Mr. Steel commented that could hire an interim until someone was able to start.
- 81 Ms. Lawrence added that the candidate would most likely understand that they need to hit the
82 ground running. They need to decide what they plan on doing.
- 83 Mr. Eckhoff suggested that they give it another week.
- 84 Ms. Hinckley mentioned that it wouldn’t hurt to have an extra week, but she is leaning with an
85 interim.
- 86 Mr. Steel added that a motion must be on the table.
- 87 **Mr. O’Keefe motioned to keep the application process open until July 21st 2021. The**
88 **Superintendent and Board Chair will review applications on the 21st. If there are viable**
89 **candidates, interviews will begin on the week of July 26th with a decision the following**
90 **week. If not, the Board authorizes the Superintendent to move forward with seeking an**
91 **interim Principal. Mr. Eckhoff seconded the motion. The vote was unanimous, motion**
92 **passed.**
- 93 Ms. Lawrence called for discussion.
- 94 There were no additional comments.
- 95 **Ms. Lawrence called a roll call: Lawrence- Yes, O’Keefe- Yes, Eckhoff- Yes and Hinckley-**
96 **Yes.**

97 Ms. Lawrence added that they want what is best for the building. They do have a meeting
98 scheduled for tomorrow for the open board seat.

99 IV. Public Input I of I

100 No Public Comment

101 Mr. Steel added that the Principal Search Subcommittee will be inviting a community member,
102 parent, PTA representative, and staff members.

103 V. Meeting Adjourned

104 **Ms. Hinckley motioned to adjourn the meeting at 2:40PM. Mr. O'Keefe seconded the**
105 **motion. The vote was unanimous, motion passed.**

106 **Ms. Lawrence called a roll call: Lawrence- Yes, O'Keefe- Yes, Eckhoff- Yes and Hinckley-**
107 **Yes.**

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