

WACHUSETT REGIONAL SCHOOL DISTRICT

HOLDEN ♦ PAXTON ♦ PRINCETON ♦ RUTLAND ♦ STERLING

Minutes

Special Meeting #259 Monday February 28, 2005
6:00 PM

Media Center
Wachusett Regional High School

Committee Members Present:

Duncan Leith, Chair	Mark James
John Nunnari, Vice-chair	Alice Livdahl
Cynthia Bazinet (7:00 PM)	Mary Catherine Maher
Elizabeth Brennan	Natalie Mello
Robert Carter	Norman Plourde
David Gibbs	Michael Sherman (6:20 PM)

Committee Members Absent:

Charles Capparelli	Kelly Maxwell
Patricia Gates	Cheryl Rauh
John Kane	Margaret Watson

Administration Present:

Steven Penka, Director of Administrative Services, Representing the Superintendent

I. Call to Order

Chair Duncan Leith called the meeting to order at 6:15 PM.

II. Approval of the Treasurer's recommendation for the sale by the District of a \$417,000 Bond Anticipation Note (BAN) to Eastern Bank, with a 2.65% coupon rate, payable on May 11, 2005.

Motion: To approve the Treasurer's recommendation for the sale by the District of a \$417,000 Bond Anticipation Note (BAN) to Eastern Bank, with a 2.65% coupon rate, payable on May 11, 2005.

(J. Nunnari)

(N. Mello)

Roll call vote:

In favor:

Duncan Leith
John Nunnari
Elizabeth Brennan
Robert Carter
David Gibbs
Mark James
Alice Livdahl
Mary Catherine Maher
Natalie Mello
Norman Plourde

Opposed:

None

(Motion passed unanimously)

III. Interview Consultants for Superintendent Search

The School Committee reviewed the information regarding the *Request for Proposal* (RFP) process contained in the Superintendent's Brevity Report, specifically reviewing the process for evaluating the proposals and when the pricing proposals are opened and reviewed. Director of Administrative Services Steven Penka reported that Goens/Esparo would not be making a presentation to the School Committee and that the other three consultants had confirmed their presence. Director Penka reported that Future Management Systems would be coming at 7:15 PM.

Director of Administrative Services Steven Penka distributed copies of *Consultant Services – Superintendent Search Evaluation* and *Selected Questions for Consultant Interviews*, as developed by the Ad-Hoc Subcommittee to Review the Process for the Selection of a Superintendent (attachments 1 and 2).

A. 6:30 PM – New England School Development Council

Edward Gotgart representing New England School Development Council (NESDEC) gave a presentation followed by questions from the School Committee.

B. 7:15 PM – Goens/Esparo, LLC

Consultants, Goens/Esparo, LLC, did not make a presentation.

C. 7:15 PM – Future Management Systems

Richard Warrant representing Future Management Systems gave a presentation followed by questions.

D. 8:00 PM – Hazard, Young, Attea & Associates, Ltd.

Carol Conger representing Hazard, Young, Attea & Associates, Ltd. gave a presentation followed by questions. Ms. Conger distributed information regarding the consulting firm (attachment 3). A cover letter was originally to be included with the other information but it contained the pricing proposal and therefore was removed before distribution.

Upon completion of the presentations, the School Committee discussed whether or not to arrange a time for Goens/Esparo to make a presentation.

Motion: To not reinvite Goens/Esparo since they did not make the presentation date.

(M. Sherman)
(N. Mello)

Vote:

In favor:

Duncan Leith
John Nunnari
Cynthia Bazinet
Elizabeth Brennan
Robert Carter
Alice Livdahl
Mary Catherine Maher
Natalie Mello
John Nunnari
Norman Plourde

Opposed:

David Gibbs
Mark James

(Motion passed 10-2)

Discussion continued.

Motion: To reconsider the previous vote.

(M. Sherman)
(J. Nunnari)

Roll call vote:

In favor:

John Nunnari
Cynthia Bazinet
Elizabeth Brennan
David Gibbs
Mark James
Mary Catherine Maher
John Nunnari
Norman Plourde

Opposed:

Duncan Leith
Robert Carter
Alice Livdahl
Natalie Mello

(Motion passed 8-4)

Discussion continued

Substitution Motion: That the presentations be considered complete.

(R. Carter)
(N. Mello)

Following considerable discussion, Chair Leith called the vote.

Vote:

In favor:

Duncan Leith
John Nunnari
Cynthia Bazinet
Elizabeth Brennan
Robert Carter
David Gibbs
Alice Livdahl
Mary Catherine Maher

Natalie Mello
John Nunnari
Norman Plourde

Opposed:
Mark James

(Motion passed 11-2)

Member David Gibbs left the meeting at 9:05 PM but left his evaluation sheet for inclusion with the other evaluation sheets.

The School Committee discussed the criteria and by consensus agreed not to evaluate #4 since the references would be done at a later time. The results of the evaluation were as follows (attachment 4):

Member	Criteria #1	Criteria #2	Criteria #3	Criteria #5
Sherman	FMS	HYAA	FMS	FMS
Nunnari	NESDEC	NESDEC	NESDEC	NESDEC
Plourde	NESDEC	NESDEC	NESDEC	NESDEC
Bazinet	FMS	FMS	FMS	FMS
Maher	NESDEC	NESDEC	NESDEC	NESDEC
Gibbs	Goens	Goens	Goens	Goens
James	NESDEC	NESDEC	NESDEC	NESDEC
Brennan	NESDEC	NESDEC	NESDEC	NESDEC
Mello	HYAA	HYAA	HYAA	HYAA
Livdahl	NESDEC	NESDEC	NESDEC	NESDEC
Carter	FMS	FMS	FMS	FMS
Leith	NESDEC	HYAA	FMS	NESDEC

Based on the above evaluations and the comments included on the evaluation sheets submitted, the School Committee ranked New England School Development Council (NESDEC) first and Future Management Systems (FMS) second and determined that another round of discussion should take place evaluating the differences between NESDEC and FMS.

Motion: To drop Hazard, Young, Attea & Associates, Ltd. (HYAA) and Goens/Esparo, LLC

(M. Sherman)
(R. Carter)

Vote:
In favor:

Duncan Leith
John Nunnari
Cynthia Bazinet
Elizabeth Brennan
Robert Carter
David Gibbs
Mark James
Alice Livdahl
Mary Catherine Maher
Natalie Mello
John Nunnari
Norman Plourde

Opposed:
None

(Motion passed unanimously)

The School Committee reviewed NESDEC and FMS further:

Member	Criteria #1	Criteria #2	Criteria #3	Criteria #5
Sherman	NESDEC	FMS	FMS	FMS
Nunnari	NESDEC	NESDEC	NESDEC	NESDEC
Plourde	NESDEC	NESDEC	NESDEC	NESDEC
Bazinet	FMS	FMS	FMS	FMS
Maher	NESDEC	NESDEC	NESDEC	NESDEC
James	NESDEC	NESDEC	NESDEC	NESDEC
Brennan	NESDEC	FMS	NESDEC	NESDEC
Mello	NESDEC	FMS	NESDEC	FMS
Livdahl	NESDEC	NESDEC	NESDEC	NESDEC
Carter	FMS	FMS	FMS	FMS
Leith	NESDEC	NESDEC	NESDEC	NESDEC

Therefore, the School Committee recommends to the Chief Procurement Officer to initiate contract discussions with the top ranked firm followed by the others:

1. NESDEC
2. Future Management Systems
3. Hazard Young and Attea Associates
4. Goens/Esparo

IV. Adjournment

Motion: To adjourn

(N. Mello)
(E. Brennan)

Vote:

In favor:

Duncan Leith
John Nunnari
Cynthia Bazinet
Elizabeth Brennan
Robert Carter
Mark James
Alice Livdahl
Mary Catherine Maher
Natalie Mello
Norman Plourde
Michael Sherman

Opposed:

None

(Motion passed unanimously)

The meeting adjourned at 10:00 PM.

Respectfully submitted,

Alfred D. Tutela, Ph.D.
Superintendent of Schools

ADT:ss/schoolcommittee/minutes