

**TYNGSBOROUGH SCHOOL COMMITTEE MEETING
(WORK SESSION)**

FEBRUARY 12, 2008

The meeting was called to order by Chair Downing at 7:00 p.m. Those present were Diana Keohane, Burt Buchman, Collin Manzo, Martina Witts, Barry Dick, and Jeff Hunt.

1. Call to Order

Also present were Dr. Ken Benedictis.

The Committee discussed the schedule for the (4) four candidates visiting Tyngsborough on February 27th and 28th. The Town tour is going to be facilitated by Board of Selectmen Member, Jacqueline Schnackertz . Each candidate will meet with the Town Manager, Police Chief, and Town Treasurer. Each school will be visited and meetings will be conducted with each school's administrative personnel.

2. Unfinished Business
A. School Committee
Discussion-Superintendent
Candidate Interviews

Ms. Susan King is coming from Montvale, New Jersey. It was suggested that overnight arrangements be made for Ms. King.

Chair Downing asked for a clarification on the School Committee's role. It was noted that a School Committee member's presence would be a good idea, but more of a passive background role. School Committee members will drive the candidates to hosted events. Mrs. Keohane will draft a schedule.

School Committee members will generate their own questions for the candidates in advance (10 to 12 questions will be asked). General questions will also be asked (3 to 5). Chair Downing will ask the questions and each candidate will be asked the same questions.

A discussion was held regarding on-site visits and interviews in the candidates' present district. It was agreed that it could be done via phone calls, teleconferences and actual visits. This process is to gain primary references for each candidate. This process can be started at any time

8:58 p.m.

Chair Downing made a motion, seconded by Mr. Manzo, to adjourn the open meeting.

3. Adjournment

VOTE: UNANIMOUS 7, Yea 0, Nay 0, Abstain

Respectfully submitted,

Collin Manzo, Secretary

APPROVED: February 26, 2008