

BOE Superintendent Search Comm  
September 22, 2016

**Town of Preston  
Board of Education  
Search Committee  
Special Meeting  
Wednesday, September 22, 2016  
PVMS Conference Room  
6:30 pm**

**1. Call to Order**

Chairman Nugent called the meeting to order at 6:35 pm.

Sean Nugent (SN)  
Cindy Luty (CL)  
Charles Raymond (CR) - Excused  
Melissa Lennon (ML)  
Heather Helwig (HH)

**2. Approval of Minutes**

**A motion was made by ML and seconded by CL to approve the September 7<sup>th</sup> 2016 minutes as amended. All in favor. Motion carries.**

**3. Finalize "Evaluation Criteria" Tool**

The team reviewed a 'draft' criteria document created by SN. The team adjusted the weightings, added additional clarifying comments for each criteria element, and agreed to the five (5) criteria. SN will update to reflect this discussion and will send to the team to use during their personal reviews and evaluations of the three respondents.

**4. Update on Consultant Responses**

The responses from three consultants (CABE, NESDEC, and CES) were provided to the team to review, follow up on, and to complete the evaluation form for each. We will discuss each and everyone's perspectives at our next F2F meeting. At that time we will decide the next step.

We agreed that our next two meetings would be on 10/5 and 10/19 at 6:30 pm at PVMS.

**5. Public Comment**

No Public comments.

**6. Adjournment**

**A motion was made by CL and seconded by ML to adjourn the meeting at 7:42 pm. All in favor. Motion carries.**

Next Meeting: 10/5 at 6:30 pm at PVMS.

Respectfully submitted,  
Sean Nugent