

To Residents of Northborough and Southborough,

As you may be aware, Superintendent Christine Johnson has announced her retirement effective June 30, 2019, at the end of the current school year. At their meeting on Sept. 26, 2018, the Combined School Committees of Northborough and Southborough regrettably accepted her resignation and wished her the best in her well-deserved retirement.

The Committees have since enlisted the services of the Massachusetts Association of School Committees (MASC) to aid in the search for a new superintendent. When a strong internal candidate exists, as is the case in Northborough-Southborough, MASC recommends first conducting an internal search, because such candidates serve to discourage outside applicants. The process begins with a survey of the community to learn what attributes they desire in a new superintendent as well as focus groups with various stakeholders. Both the survey and the focus groups are being run and administered by MASC.

The intent is to give all community members, school administration, teachers and staff multiple opportunities to weigh in. We hope you'll take advantage of one or more opportunities.

Below is a link to the online survey. It will be available for input until midnight on Monday, Nov. 19. Please take a few minutes to complete the survey, as your input is valuable to the committees.

<https://www.surveymonkey.com/r/Northborough-Southborough>

Attached is a schedule for the various focus groups (as well as other milestones in the process). Parents and community members have two opportunities to participate:

- Thurs., Nov. 15, 6:30 – 8:30 p.m. at Trottier Middle School, 49 Parkerville Rd., Southborough
- Tues., Nov. 20, 9:30 – 11 a.m., at Northborough Library, 34 Main St., Northborough

Please note residents of either town are welcome to attend either community session. The intent is to offer a morning and evening time to accommodate as many schedules as possible.

We look forward to your input in this important process.

Sincerely,

Paul Desmond, Chair, Southborough School Committee and Superintendency Union #3  
Susan Lawrence, Chair, Northborough School Committee  
Lynne Winter, Chair, Northborough-Southborough Regional School Committee

## Superintendent's Search Process & Timeline

Community Survey			
November 6 – November 19, 2018	Surveys Distributed and in Field for Completion		
Focus Groups			
Date	Time	Location	Stakeholders
Thursday, November 15, 2018	3:00 -4:00 PM	Trottier Middle School	Teachers & Staff
	6:30 – 8:00 PM	Trottier Middle School	Community members & Parents
Tuesday, November 20, 2018	9:30 AM – 11 AM	Northborough Library	Community members & Parents
	11:30 AM – 12:30 PM	Algonquin	Northborough Southborough Algonquin Administrators (NASA)
	1:00 – 2:15 PM	Algonquin	Central Office personnel
	2:30 – 4:00 PM	Algonquin	Teachers & Staff
Wednesday, November 28, 2018	5:30 – 6:30 PM	Algonquin	Superintendent's Student Advisory
Analysis, Job Posting, Interviews			
Friday, November 30, 2018	MASC provides analysis of surveys and focus groups		
Monday, December 3, 2018	Internal posting of position		
Friday, December 14, 2018	Posting closes. Applications due by 4 PM.		
Wednesday, December 20, 2018	Candidate(s) Interview at Combined School Committee meeting		