



# Provincetown Schools

**12 Winslow Street  
Provincetown, MA 02657  
508-487-5020**

Dr. Beth Singer  
Superintendent

Dr. Timothy Reynolds  
Principal

**Friday, March 22, 2019**

**TIME: 2:00 P.M.**

## ATTENDING

Eva Enos, Chair  
Ngina Lythcott  
Jenn Rhodes, Minutes

Liz Lovati, Vice Chair

Tracey Kachtick-Anders (left at 3:01)

Cass Benson (arrived at 2:05-left at 2:45-returned at 2:52)

## AGENDA

1. Call To Order at 2:02pm
2. Roll Call
3. Minutes - tabled until next regular meeting
  - March 8, 2019
  - March 15, 2019
  - March 20, 2019
4. Public Comments - none
5. Superintendent Search
  - Eva presented the committee with a proposed job description for Superintendent and the committee discussed proposed changes.
    - MOTION: Eva Enos made a motion to make the changes discussed to the job description and once changes are made the job description can be used for search purposes.
    - SECOND: Ngina Lythcott seconded the motion.
    - VOTE:5-0-0
  - Salary averages were discussed with consultation from MASC.
  - The committee discussed when they will go public with candidate names.
    - MOTION: Ngina Lythcott made a motion to notify candidates immediately that the committee will go public with names on noon on Wednesday, March 27, 2019
    - SECOND: Cass Benson seconded the motion.
    - VOTE:5-0-0
  - Discussion about offering relocation services. The committee was not in favor at this time.

***Provincetown Schools nondiscrimination policy extends to students, staff, and the general public. It applies to race, color, religion, gender, age, national origin, veteran status, disability, genetic information and testing, family and medical leave, sexual orientation and gender identity or expression and homeless status.***

- Discussion was had regarding how to answer candidates questions.
- The committee reviewed the proposed candidate questions. Edits and deletions were made. Cass Benson and Liz Lovati will finalize the questions in the next couple of days. The goal is to reach 15-17 questions only.
- The committee reviewed the school committee schedule on interview days. Changes were made.
- The feedback form was reviewed by the committee
- Welcome Packet will be provided to each candidate. Eva Enos will work on the packet and its content.
- The committee discussed setting up logistics for the interviews and Eva Enos will each out to Dr. Singer for help with logistics
- The next meeting will be Wednesday, March 27th at noon.
- Adjournment
  - MOTION: Ngina Lythcott made a motion to adjourn the meeting.
  - SECOND: Cass Benson seconded the motion.
  - VOTE: 4-0-0
  - Meeting adjourned at 4:10pm