

EASTHAMPTON PUBLIC SCHOOLS

EASTHAMPTON MUNICIPAL BUILDING

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Allison LeClair, Ed.D., Superintendent



IMPORTANT ANNOUNCEMENT FROM THE EASTHAMPTON SCHOOL COMMITTEE

The Easthampton School Committee has initiated a search for the next Superintendent of Schools. The Committee would like to begin by receiving input from the community that will assist in developing a profile for the candidates. The link for this survey is <https://www.surveymonkey.com/r/DQGM7LH>. This link can also be found on the District's website www.epsd.us. Your input is important to this process so please be sure to take a few minutes to share your thoughts with the committee. The survey is anonymous and the closing date will be January 6, 2023.

In addition, the Easthampton School Committee is looking for 14 volunteers to serve on the Superintendent Search Committee. The Search Committee will be responsible for narrowing the semi-finalist field of an expected 10-12 candidates to an expected 3-5 finalists. The Committee is requesting the following groups be represented on the Search Committee: 3 teachers (1 PreK-3 level; 1 grade 4-8 level; and 1 grade 9-12 level), 1 special education teacher, 3 parents (1 PreK-3 level; 1 grade 4-8 level; and 1 grade 9-12 level of which 1 is requested to be a special education parent), 1 Special Education Coordinator, 1 Director of Business Services, 1 city HR Director, 1 principal/assistant principal, 1 Paraeducator support staff member, 1 community member, 1 student (high school senior is preferred).

The selected Search Committee volunteers are expected to commit to the interview schedule and timeline listed below. It is important that all candidates are interviewed by the exact same Search Committee Volunteers. Therefore, Search Committee Volunteers must be able to attend all of the interview sessions.

January 12, 2023 @ 6:00 pm	Search Committee training; compose questions, and review interview schedule.
January 18, 2023 @ 6:00 pm	Search Committee finalizes questions for semi-finalist interviews.
January 19, 20, 23, 24, 25, 26	Semifinalist applications reviewed by Search Committee.
January 30, 31 February 1, 2, 6, 7, 8, 9, 10	All interviews will be held in the evenings beginning at 6:00 pm and end at 9:15 pm. Each interview will last for 1 hour with a 15-minute break between interviews. (Schedule may be reduced depending upon number of applications received.)
February 10, 2023 @ 6:00 pm	Search Committee nominates 3-5 finalists.
February 13, 2023 @ 6:00 pm	The Search Committee presents a list of finalists to the School Committee. The Search Committee is discharged.

If you are interested in volunteering to serve on the Search Committee, please submit a letter of interest which includes the following information: Your name, address and contact information; which group(s) (from the above descriptions) you feel you would be best suited to represent; and why you are interested in volunteering to serve on the Search Committee. The letter of interest should be sent to the Easthampton Public Schools, Attention: Suzanne Colby, 50 Payson Avenue, 2nd Floor, Easthampton, MA 01027. Letters of interest must be received by Friday, January 6, 2023. If you have any questions, please contact Suzanne Colby at (413) 529-1500 ext. 121.