



# OFFICE OF THE MAYOR

E. Denise Simmons, Mayor  
2008–2009 | 2016–2017 | 2024–2025

September 10, 2024

Cambridge School Committee  
Cambridge Public Schools  
159 Thorndike Street  
Cambridge, MA 02141

Re: School Committee Plan of Work for Superintendent Search

Dear Members of the School Committee,

As we move forward with the search for our next permanent School Superintendent, I want to outline a clear process to ensure a thorough, collaborative, and focused effort. Our commitment to selecting the right leader for Cambridge Public Schools is critical, and this Plan of Work is designed to guide us in that effort. Below, please see my proposed plan that includes the following key steps:

**1. School Committee Visioning Session**

The School Committee shall engage in a visioning session to align our goals for the Superintendent role. This will take place at a retreat on September 26<sup>th</sup> at a location to be determined in order to dive deeper into discussions about the leadership qualities and priorities we wish to emphasize moving forward.

**2. Guidance on the Search Process**

In October, we shall meet with Glenn Koocher for an in-depth session on best practices for conducting an effective Superintendent search. This session will provide valuable insights on the search process structure and help us refine our approach.

**3. Diversity, Equity, and Inclusion (DEI) Focus**

DEI training for the School Committee will be essential to ensure that equity and inclusivity are at the forefront of our search. This will reinforce our commitment to finding a leader who can uphold these principles in Cambridge Public Schools.

**4. Implementation of the Superintendent Search**

Following these preparatory steps, we will then move into the implementation phase, ensuring that all key considerations, including our district's needs and the leadership qualities we have identified, remain central to the search process.

I believe that this plan shall help guide us toward selecting the best candidate for the role, and I look forward to discussing this with you during the School Committee meeting on September 10. I thank you for your ongoing dedication to this critical work.

Sincerely,

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Mayor E. Denise Simmons