



**C A M B R I D G E**  
S C H O O L C O M M I T T E E

**(Official Minutes)**

**Special Meeting**

**October 29, 2024**

Called for 6:00 p.m. on Tuesday, October 29, 2024 and broadcast from the Media Arts Studio, 454 Broadway, for the purpose of discussing the timeline for the Superintendent search.

Members Present: Member Harding, Member Hudson, Vice-Chair Hunter, Member Rachel, Member Rojas, Member Weinstein, Mayor Simmons

Others Present: Dr. Carolyn Turk, Director of Education Policy, Office of the Mayor

**Mayor Simmons** in the Chair.

A quorum of the School Committee being present, **Mayor Simmons** called the meeting to order at 6:00 p.m. **Mayor Simmons** read the call of the meeting and explained that the meeting is being televised and recorded. Votes may be taken. There would be no public comment

The meeting proceeded to the first order of business with a roll call of members present: Member Weinstein, PRESENT; Vice Chair Hunter, PRESENT; Member Rachel, PRESENT; Member Rojas, PRESENT; Member Harding, PRESENT, Member Hudson, PRESENT, Mayor Simmons, PRESENT

**Mayor Simmons** gave opening remarks and passed the floor to Dr. Turk who shared an outline of the Committee's previous discussions regarding embarking on a superintendent search. She led an overview of a Discussion Packet which can be found on this [website](#). In addition, she highlighted the key words/actions that surfaced frequently from their earlier meetings.

Dr. Turk underscored that according to Section 17 of the Rules of the School Committee that the Superintendent must be ratified by Tuesday, November 4, 2025. The Mayor recommended that the Committee aim to make the appointment in October 2025. She then opened the floor for to the entire Committee.

The following topics were discussed:

**Using a Search Firm vs. Internal Approach**

- Weigh the benefits of an internal process versus hiring a search firm, considering costs and expertise.

**Community Engagement & Survey Options**

- Engage the community via surveys (internally or through a search firm) and organize focus groups with key constituencies (e.g., caregivers, teachers, SE-PAC, clergy).

**Seeking Guidance from MASC**

- Reach out to MASC for resources, including a community survey and search firm suggestions.

**RFP & Search Firm Selection**

- Issue an RFP for a search firm and evaluate reputable firms, particularly those committed to diversity, equity and inclusion.

**Costs of Search Firm**

- Assess the costs of hiring a search firm and its impact on the budget.

**Developing a Timeline**

- Plan backward from October 2025 to set a clear timeline and determine the best time of year to attract strong candidates.

**Summer vs. Fall 2025 Selection**

- Consider the advantages of making a selection in summer 2025 vs. waiting until October.

**Immediate Planning & Subcommittee Formation**

- Begin planning now designate a School Committee subcommittee to oversee the process.

**Public Launch & Legal Compliance**

- Schedule a public meeting (or at the November 19 School Committee meeting) to officially launch the superintendent search. Be mindful of consulting with an attorney to ensure compliance with Open Meeting Law in forthcoming meetings.

**Inclusive Search Process**

- Engage the entire School Committee in the selection process, possibly through individual contributions and dyads, and consider hosting roundtable discussions for diverse perspectives.

In the Committee's closing discussion, **Mayor Simmons** underscored that she would like to meet prior to the November 19 School Committee meeting. The group discussed next steps including: gathering sample surveys from MASC; researching potential search firms; confirming a timeline; and making a public announcement at the November 19 School Committee meeting.

On a motion by Vice Chair Hunter seconded by Member Rojas, the meeting was adjourned on the following roll call vote: Member Weinstein, PRESENT; Vice Chair Hunter, YAY; Member Rachel, YAY; Member Rojas, YAY; Member Harding, YAY; Member Hudson, YAY; Mayor Simmons, YAY. (8:00 p.m.)

Attest:



Katherine Christo  
Executive Secretary to the School Committee