



Minutes of the LAE Superintendent's Search Subcommittee December 19, 2023

Attendees::

1. Sylvia Flowers, Alma Advisory Group
2. Eliana Pereyra, Alma Advisory Group
3. Maria Moeller, LAE Member
4. Patricia Mariano, LAE Board Chair
5. Ginnae Harley, Alma Advisory Group
6. Breanna Higgins, DESE
7. Laureen Woo, DESE
8. Anne Marie Stronach, DESE

Absence:

- Juana Matias, LAE Member

Update: On 1:1 Interviews

- LAE/School Committee completed or scheduled by 12/21
- Councilors
- Need to schedule Mayor DePena
- Sylvia will facilitate scheduling 1:1 with Mr. Juan Rodriguez

Update: Alma Participation at the LAE / School Committee

- Participation from LAE was helpful.
- Also thanked Interim Rodriguez for opportunity to speak with parents at the District Wide Superintendent's Coffee Hour

Review [survey draft/feedback](#)

- 5-7 minute duration
- Pat suggested revising the language to make it more family friendly.
- Maria Moeller suggested ranking qualifications
- Discussed headlines for role

Follow Up

- Shared Family Survey from the district as an example
- https://docs.google.com/presentation/d/14eXJd7FShpRmEcyrgDBTtS33NH_QLgX/edit?usp=sharing&oid=116355171713981951679&rtpof=true&sd=true
- LAE subcommittee to send additional comments/edits by end of the day to Sylvia.

Site Visit/Community Engagement

- [Listing](#)



- [Draft agenda](#) for site visit
- Mayor DePena would like to co-sign the invitation. Discussed the pros/cons
- Maria Moeller suggested separate meeting for Grant Partners
- Sylvia asked if flyer for the community forum have been sent out, will need to go out this week. Print media, social media, billboards,

Follow Up

- Odanis to confirm spaces
- Sylvia to draft invites and Pat will send out.
- Pat asked to discuss further.
- Sylvia asked to be sent out by the end of the week. Pat suggested sending out on January 2nd.
- Save the date to be sent this week. Sylvia will get to Pat today.
- Pat will connect with Chris Heath for listing of current Grant Partners

Next steps:

- Edits to survey by EOD
- Translate survey into Spanish and will share prior to Friday team meeting
- Will follow up with Chris Markuns on communication
- Review contact list, Pat review Grant partner

Ms. Patricia Mariano, Chairwoman of the LAE Board

Date