



**THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK /
ALBANY, NY 12234**

James P. Dexter, District Superintendent
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TO: President, Washington Academy Teachers' Association
FROM: James P. Dexter, District Superintendent
DATE: January 5, 2022
RE: Advisory Committees for Superintendent Search

The Board of Education is currently in the process of soliciting candidates for the position of Superintendent of Schools. I anticipate inviting semi-finalists to Salem Central School District in early March for extensive interviews with two advisory committees composed of multiple stakeholders. Each Advisory Committee will have the following composition: three Administrators/Supervisors, two members from the Teachers' Association, two members from the Service Employees' Association, two parents, two community members, and one student for a total of 24 individuals; 12 on each committee.

As the leader of your association, please determine a method of choosing two individuals for each Advisory Group and submit their names, group affiliation, email, and home or cell phone number to **Regina Eastman by February 1, 2022 at 5:00 PM**. Ms. Eastman may be reached at reastman@salemcasd.org or by phone at (518) 854-7855. Please review both the charge to the Advisory Committee and the meeting schedule to be sure that your nominees will be able to fulfill the obligation.

The charge to each Advisory Committee is to:

- appoint co-chairs;
- interview all semi-finalists;
- assess the strengths and weaknesses of each of the candidates and report back to the Board verbally and in writing.

The two Advisory Committees are scheduled to meet on the following dates:

- Monday, February 28, 2022 from 5:00 PM to 7:00 PM in the cafeteria with my Deputy District Superintendent, Tony Muller, to go over interview protocol and tasks.
- Tuesday, March 1, 2022 beginning at 9:00 AM until approximately 2:00 PM to interview semi-finalists.
- The evening of Wednesday, March 2, 2022, with the Board of Education to report the committees' findings to the Board.

Please be advised that attendance at these sessions is mandatory to ensure a consistent and fair interview for the selected candidates.

If you have any questions regarding any part of this process, please feel free to contact my office at (518) 746-3310, Ext. 8.

*Cc: Salem Central School District Board of Education
Regina Eastman, Superintendent Secretary, Salem CSD
Tony Muller, Deputy District Superintendent, WSWHE BOCES*