



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

Patricia N. Kilburn, Ed.D., District Superintendent of Schools
Sole Supervisory District of Oneida-Herkimer-Madison Counties
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May 17, 2021

Dear New Hartford Central School District Community,

On behalf of the New Hartford CSD Board of Education, I would like to thank the students, caregivers, alumni, teachers, administrators and community members who participated in the superintendent search focus groups held on April 29 and May 3. We gained valuable insights into the qualifications, skills and experiences that you desire in the next superintendent.

A full report summarizing the focus group findings will be prepared for the Board of Education to use to develop questions for the candidate interviews and to determine the fit of candidates with the New Hartford CSD community. This data will remain confidential in order to ensure that the search process does not inadvertently provide potential questions/topics to superintendent candidates in advance of interviews.

SUPERINTENDENT SEARCH SURVEY

In order to prioritize safety during the COVID-19 pandemic, the public focus groups were held virtually, and because focus groups are intended to be representative of a larger population, participation was limited to 30 participants per session.

In order to collect input from those who were unable to participate in the focus groups, we are conducting a public, online survey. The survey questions are versions of the same questions that were asked during each of the focus groups and the multiple choice options were the most common responses from those focus groups.

Your participation in this survey will allow the Board to further narrow down which topics are most important to the District community. The results of the survey will be used to develop interview questions and to continuously gauge each applicant's fit with the District throughout the search process. **As part of the focus groups and this survey, we are also collecting questions that you would like to ask a superintendent of schools candidate.**

Please share your insights with us by completing the survey at www.newhartfordschools.org/searchsurvey by no later than **4:00 p.m. on Wednesday, May 26.**

SEARCH UPDATE

The deadline for receipt of superintendent applications was May 14. The next step in the closed search process will be to review the applications and interview candidates.

The Board and I will continue to share updates with you whenever possible, and anticipate being able to announce the appointment of the successful candidate this summer!

Sincerely,

Patricia N. Kilburn, Ed.D.
District Superintendent
Search Consultant, New Hartford Central School District