

Raymond School District

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Tina H. McCoy, Ed.D., Superintendent of Schools
Walter Anacki, Special Education Director
Todd Ledoux, Facilities Director
Jennifer Heywood, Administrative Assistant



Ron Brickett, Business Administrator
Michael Whaland, Curriculum Coordinator
Karen Stuart, Human Resources Coordinator
Kevin Federico, Technology Director

To: Raymond School Board
From: Tina McCoy
Re: Special Ed Director Search Committee Membership
Date: March 16, 2018

Mr. Anacki, our Special Education Director, has submitted his letter of intent to retire as of June 30, 2018. This important position has been posted, and I would like to move forward with the hiring process without delay. Therefore, I would like to recommend that a hiring committee be established with the following general composition:

- School Board Member
- Parents and/or Community Member
- Special Education Coordinator
- School Administrator (Principal or Assistant Principal)
- Business Administrator
- Special Education Teacher
- Regular Education Teacher

The individuals selected to serve on the committee will be carefully balanced to represent all of our schools. The committee will be tasked to screen all applicants, develop interview questions, select candidates for interview, conduct interviews and recommend at least two candidates to move forward for my formal consideration. Subsequently, I will conduct a thorough background examination and nominate the candidate of choice to the Board.

I ask that one School Board Member be chosen to serve on this committee. Furthermore, I would like the Board to make a determination regarding the participation of a parent or community member.

THM