



# TRITON REGIONAL SCHOOL DISTRICT

NEWBURY • ROWLEY • SALISBURY

**Sandra J. Halloran, Ed.D**  
*Superintendent of Schools*

**Kathleen M. Willis**  
*Assistant Superintendent*

**Christine A. Kneeland**  
*Administrator of Pupil Services*

**Brian L. Forget**  
*School Business Administrator*

Dear Parents/Community Members:

The search for a new Pine Grove School principal is underway. An integral part of the search process involves parent and community participation in focus groups. The groups are designed to obtain participant input about the attributes, experience and knowledge that a new elementary school principal should possess. The groups also provide an opportunity for participants to identify immediate tasks which the new principal should address.

The focus group session for parents and community members will be conducted as follows:

**Pine Grove School Library on February 5, 2009**  
**6:30 p.m. – 8:00 p.m.**

If you are unable to attend the meeting, and wish to provide input or have questions, please feel free to email me at [kwillis@trsd.net](mailto:kwillis@trsd.net) or my administrative assistant, Maureen Dupray, at [mdupray@trsd.net](mailto:mdupray@trsd.net).

I hope that many parents and community members will be able to participate as each person's contribution is very important to the process.

Sincerely,

A handwritten signature in blue ink that reads 'Kathleen M. Willis'.

Kathleen M. Willis  
Assistant Superintendent of Schools