



TRITON REGIONAL SCHOOL DISTRICT

NEWBURY • ROWLEY • SALISBURY

Sandra J. Halloran, Ed.D
Superintendent of Schools

Kathleen M. Willis
Assistant Superintendent

Katherine V. Harris
Administrator of Special Education

Brian L. Forget
School Business Administrator

March 23, 2010

Dear Parents/Community Members:

The Triton District has begun the process of searching for the next Newbury Elementary School Principal. Three Newbury parents and one community member will be selected to sit on the interview committee. The interview committee's role is to act in the capacity of advisor to the superintendent. It is important that members of the interview committee make a commitment to participate in the process from beginning to end and attend each and every interview as well as the orientation meeting.

Interviews will take place at Newbury Elementary School. The dates and times are:

April 7, 2010	3:30-5:00 pm	Interview Committee Orientation Meeting
April 13, 2010	3:15-6:30 pm	Interviews
April 14, 2010	3:15-5:30 pm	Interviews
April 15, 2010	3:15-8:00 pm	Interviews and Deliberation

Parents who are interested in serving on the interview committee should send an email as a letter of interest to me at kwillis@trsd.net by **Monday, April 5, 2010**.

In addition, a focus group will be held for all interested parents and community members. 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 that the new principal should address.

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

NES Auditorium on Wednesday, March 31, 2010
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. Your involvement in the selection of the next Newbury Elementary School Principal is very important and I look forward to working with you.

Sincerely,

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

Kathleen M. Willis
Assistant Superintendent of Schools