

Chair Jurek called the special meeting of the School Board of District #726 to order on the 27th day of November, 2018 at 6:10 p.m. in the Teaching & Learning Center

Roll Call.

Members present: Aaron Jurek, Jason Kindred, Lori Molus, Bryan Olson, Connie Robinson, Mark Swanson

Members absent: None

Others present: Dr. Stephen Malone, Superintendent

PEER Solutions consultant Greg Vandal met with the Board of Education, including Ryan Obermoller (newly elected board member) for purposes of finalizing plans to conduct the unfolding superintendent search. Several documents were available for review including the work scope exhibit provided in the original search proposal, a draft job posting, a model stakeholder input schedule, and a sample interview schedule. These were discussed and several decisions were made:

- The Board established a search committee comprised of three individuals drawn from different Board experience "cohorts;" Aaron Jurek, Jason Kindred & Lori Molus. The committee will work on logistical matters on behalf of the Board; one important function will be to analyze Board member scorecards of semifinalists as finalists for interviews are determined. Another may be to engage in contract discussions with the finalist.
- The Board will include staff, administrator, and community member input into the decision-making process. This will include involving these groups in focus group discussions as well as in final interviews. In addition, a survey will be made available across the school community in early January. This information will be used to create a profile of the ideal candidate. Board members will submit names of potential citizen stakeholders to the search committee who will examine these names and select a broad cross-section of district residents. Staff members will be selected by staff leadership. Efforts will be made to both "recruit" participants and to offer an "open call" to those who might be otherwise interested.
- The current job description for the superintendent will be reviewed by the Board and, if necessary, revised. This will be utilized during the search.
- The draft job posting will be revised with updated school district information. We will remain general in our language regarding both prior superintendent experience and education level rather than specify required levels of experience or education. This posting will be released on December 17.
- Steve Malone will serve as logistical support for the consultant and act on behalf of the Board on routine matters associated with the search. He will not make decisions regarding the candidate pool nor will he be involved in the selection of his successor.
- In a discussion about prescreening of the candidate pool, the Board asked the consultant to reduce the initial candidate pool to the dozen or so best qualified candidates. These will be screened and scored by individual Board members. The entire candidate pool will remain available for examination in the event that a more expanded set of candidates is desired. The district's AppliTrack system will be used to both gather applications and screen those materials.

The timeline for activity was refined. The following benchmark dates were determined:

- The posting will remain open from December 17 through February 1.
- Focus group meetings will be held on January 15.
- Board members will "score" a subset of the applicants from February 7 to February 11.
- The Board Search Committee will examine Board scorecards on February 12.

- Interviews will be conducted on February 20.

Finally, the data practices act was reviewed. A reminder was given that only the names of finalists can be made public. All other applicant names must be kept strictly confidential.

The meeting was **adjourned** at 7:20 p.m.

Aaron Jurek, Chair

Mark Swanson, Clerk