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Subject: Board Policy #5120

To: Emorie Davis-Bird <emoried@bps.k12.mt.us>, Corrina Guardipee-Hall <corrinag@bps.k12.mt.us>

Good Morning

In this policy under "Selection Committees" it states:

Those who screen applicants and interview finalists may be District employees, a community member, a board member selected by the superintendent or designee. In general, the interview committee will be chaired by the supervisor of the position and shall include other staff from the same building or department and at least one administrator or similarly assigned staff member from another building or department.

Those who screen or interview will be as objective as possible, shall have not made any preconceived judgments, and shall not be related to any applicant being considered.

Those who screen applications generally will not serve on interview committees except under unusual circumstances or during periods of staff shortages.

I am confused to what was brought forward in the boards concern about the committee that interviewed the Head Cross Country Coach position.

The policy say's "**May be** District employees, a community member, a board member selected by the superintendent or designee. In general, the interview committee will be chaired by the supervisor of the position and shall include other staff from the same building or department and **at least one administrator or similarly assigned staff member** from another building or department."

It was stated that the policy wasn't followed, and I strongly disagree. It was also stated that the interview committee should appear unbiased.

1. The committee consisted of 3 district employees. These individuals are currently board approved coaches and 2 of them are board approved educators in our district, they also have a wide variety of experience in coaching, they all have direct or indirect experience in Cross Country. The committee's back ground also included the following, two educated teachers, one with a Master's Degree in Educational Development and the other BA degree in Education, and the third with well over 25 years coaching experience as an assistant and head coach in two school districts.
2. A Head Coach is an administrator in Athletics.
3. I removed myself from the interview committee, because of a conflict that was brought up from the previous year's interview process of this same position.
4. I informed the HR Department that I was not going to be on the interview committee and the reason I wasn't going to be on the committee.
5. All four applicants were asked the same questions.
6. All four applicants were evaluated based upon their responses to the questions.
7. The selection committee was in consensus when bringing forward the recommendation for hiring to the board.
8. The policy actually encourages the interview process to include district employees which are subordinates of supervisors and departments.

Thanks
Tony W