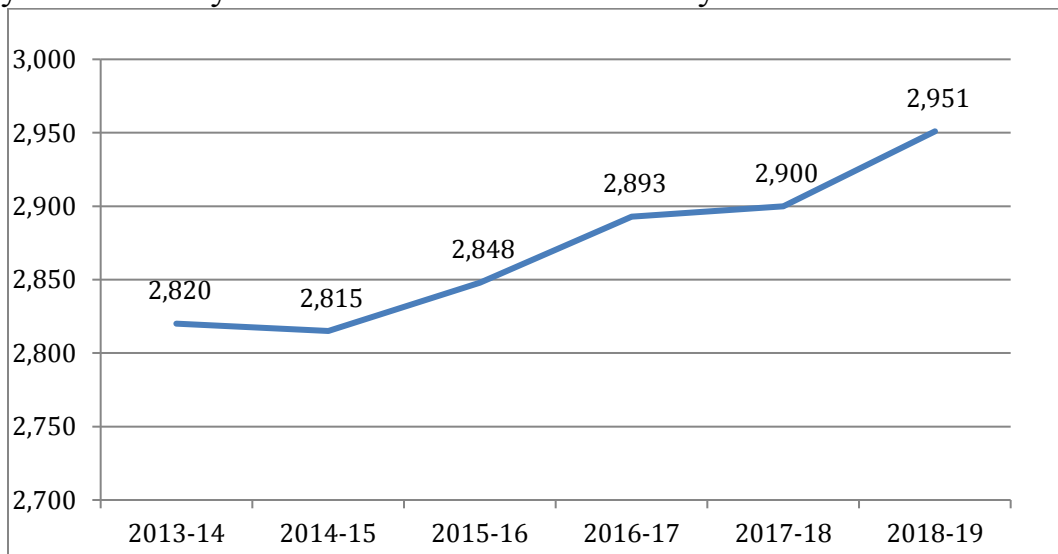


Date: October 5, 2018
To: School Board
From: Dr. Malone
RE: Meeting Notes, October 8, 2018

2A. Superintendent's Report

- i. Aaron Jurek and I conducted part 1 of our orientation for new school board candidates on September 24th. We will conduct part 2 in mid-November. The candidates are aware of the MSBA Phase I and Phase II training dates.
- ii. Sydney Stommes will be serving as the student representative on the school board this year. Welcome Sydney!
- iii. The PK-12 October 1 enrollment for the school district is 2,951 in comparison to 2,900 last year. The six year October 1 enrollment history is shown below:



- iv. This year, we are pleased to introduce a newly structured Big Dog Challenge that leverages the latest in innovative thinking; Human Centered Design. HCD is an innovative process that begins with exploring opportunities and ultimately creates small-scale testing of potential solutions (flier attached.)
- v. The following information is pertinent to school board members serving on an interview committee.
 - a. MSBA recommends that school board members do not serve on hiring committees because hiring personnel should be delegated to the superintendent. MSBA recommends that the school boards' hiring responsibility is to hire the superintendent. MSBA staff is investigating this issue and will have some written guidance for all Minnesota schools forthcoming.

- b. An Internet search did not yield sample policies for this situation.
- c. Area school districts do not have policies addressing this situation. However, a few superintendents said they invite board members to be part of interview committees.
- d. Hiring protocols have been in place for teachers and classified staff since June of 2011 (attached).
- e. I recently developed a hiring protocol for administrators (attached).

3. Consent Agenda

D. I recommend approving the personnel items as presented.

E. Policy 706 Acceptance Of Gifts permits the school board to accept donations or gifts under the terms of the policy. **I recommend accepting the gifts as described on the enclosure.**

F. Policy 511 Student Fundraising requires that “The superintendent shall report to the board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.” Each fundraising activity has completed the Fundraiser Request Form and has been approved by the Advisor, Principal, and Superintendent. **I recommend accepting the Annual Fundraising Report.**

G. I recommend approving the resolution to the MSHSL Foundation. The grant money is used to pay for students’ activities fees in hardship situations.

4. **I recommend first reading of Policy 504 Student Dress and Appearance.**

5. **I have received no input on the following policy and recommend it be adopted: 223 Strategic Goals.**

6. November 12th was scheduled for the regular November board meeting at the January organizational meeting. November 12th is the legal holiday for Veteran’s Day and public meetings cannot be conducted on that day. **I recommend the school board change date of the regular November meeting.**

7. Attached.

8. The school board should begin the process of selecting a superintendent, who will begin employment on July 1, 2019. A possible timeline, which reflects standard practice is below:

- a. October 9 – November 5: Identify search consultant firms.
- b. November 6 (or special meeting): Interview search consultant firms
- c. Select Search consultant firm

The search consultant firm in collaboration with the school board should determine the following:

- d. Determine timeline
- e. Develop candidate profile from stakeholder input

- f. Advertise position
 - g. Candidates assessed by search consultant
 - h. Board committee and search consultant selects candidates to be interviewed
 - i. Interview process
 - j. Negotiate contact
9. Proposed superintendent goals for the 2018-19 school year are attached. The format follows the goal-based Superintendent Evaluation Process developed by MSBA and MASA. The goals reflect school district goals and initiatives. **I recommend a discussion of the goals and school board approval of them if they are agreeable.**