

**MINUTES OF SPECIAL WORK SESSION MEETING OF SCHOOL DISTRICT BOARD
OF
SHERIDAN SCHOOL DISTRICT 48J**

April 30, 2020

The Board of Directors of District No. 48J, Yamhill County, State of Oregon, by common consent convened in Work Session with OSBA and Superintendent Search Screening via ZOOM at 6:00 p.m. on the 30th day of April 2020.

Join Zoom Meeting

<https://zoom.us/j/85859494954>

Meeting ID: 858 5949 4954

Password: 013286

1. Meeting Called to Order

Mr. Scott called the Special meeting to order at 6:00 p.m.

2. ROLL CALL

School Board Present:

x	Michael Griffith
x	Larry Deibel
x	Samantha Bagby
x	Judy Breeden
x	Scott Burke, absent

Others Present:

Penny Elliott, District Secretary
DeAnn O'Neil, Fiscal Manager
Emilie Molloy, Fiscal Assistant
Steve Kelley, OSBA

April Bell
Bryan Coyle
Adam DeLatte
Marti Hofenbredl
Jason Hohnbaum
Karalyn Kennedy
Dave Kline
Audrey McLain
Laura Monroe
Dean Rech
Tiffany Wertz
Jen Schulze

Press:

	Paul Daquilante – News Register
	Herb Swett - Bulletin

3. PRESENTATION:

Sheridan/OSBA Search Mtg – by Steve Kelley
Introduction of Board and Committee members

Role of the Board

- Decision makers
- Take input from the screening committee

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Role of the Committee

- Give input (cancel out battle unconscious bias)
 - Candidate Application review/ranking training
 1. Qualities and qualification – the lens we look for when going through the applications
 2. Confidentiality is utmost (especially in executive session or reading the applications)
 - Screening Does and Don'ts List
 - Candidates –
 - flags (if job is not from July to June)
 - How long are they at each job
 - Next job and how long
 - Cover Letters
 - Tone
 - Reference to district
 - Letters of reference
 - Current (3 to 5 yrs)
 - Who are they from
 - Screening Committee as part of the interview process – observe the interview
 - Rating Sheet (keep notes/sheets/anything you write on)
 - Don't want to overthink the process
 3. Rating your top ten – must have 10 (can go back and change if you have a change of heart.
 4. 26 applicants
 - Review Contract parameters outline

4. PUBLIC INPUT: NONE

Adjourn to Executive Session: 7:16 pm

5. EXECUTIVE SESSION: Action Items

- A. ***ORS192.660(2)(a):** To consider the employment of a public officer, employee, staff member or individual agent.

Reconvene public meeting: 7:47 pm

**NEXT SPECIAL MEETING – SUPERINTENDENT SEARCH SCREENING COMMITTEE AGENDA –
Thursday, April 7, 2020 at 5:00 p.m.**

6. UPCOMING EVENTS

- a. **April 10, 2020: NO SCHOOL**

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April 30, 2020

- b. May 5, 2020: Budget Committee Meeting #1, 5:30 pm**
- c. May 7, 2020: Special Superintendent Search Screening Committee Meeting, 5:00 pm**
- d. May 12, 2020: Budget Committee Meeting #2, 5:30 pm**
- e. May 20, 2020: School Board Meeting, 6 pm**

7. ADJOURNMENT

Adjourned: 7:46 pm

Respectfully Submitted by:
Penny Elliott

Superintendent/Designee

Board Chair/Designee