

Carroll County Board of Education Special Meeting

April 08, 2014 5:00 PM

Carroll County Board of Education Conference Room

1. Call to Order / Roll Call

Attendance Taken at 5:00 PM:

Present Board Members:

Ms. Carolyn Jones

Mrs. Mona Kindoll

Mrs. Drusilla Maiden

Ms. Mary Ann Pearson

Mr. Rob Spenneberg

Dr. Lisa James, Superintendent; Bill Hogan, Assistant Superintendent/CAO; Jon Conrad, Treasurer; and Tracie Crawford, Board Secretary were also present.

2. Approval of Agenda

Order #60928 - Motion Passed: Approved agenda items 1 - 5 as presented. Passed 5-0 with a motion by Mrs. Drusilla Maiden and a second by Ms. Mary Ann Pearson.

Ms. Carolyn Jones Yes

Mrs. Mona Kindoll Yes

Mrs. Drusilla Maiden Yes

Ms. Mary Ann Pearson Yes

Mr. Rob Spenneberg Yes

3. Discussion

3.A. Discussion and Approval of the 2013-2014 Calendar

Order #60929 - Motion Passed: Discussed and approved the 2013-2014 amended school calendar as presented. Mr. Curell presented three options for the 2013-2014 calendar, the first calendar is the present calendar at this time, students last day is June 3rd, graduation June 8th, and the staff's closing day would be on June 10th. The staff would have a required professional development day on election day. Option 2 has students attending school on election day and Memorial Day holiday with the student's last day being May 30th and graduation on June 1st. June 2-6th would be professional development for all staff with closing day being June 9th. Option 3, students would attend school on election day May 20th, not attending school on May 26th Memorial Day holiday, graduation would be on June 1st, the last day for students would be June 2nd, the staff would have required professional development on June 3-6th and June 9th with closing day on June 10th. Mrs. Kindoll asked the board for their opinions on the calendar. Mr. Spenneberg asked if any graduation announcements had been purchased, and it was stated that graduation announcements are on hold at this time until a decision is made. Mrs. Maiden asked about calendar Option 2, the students would go to school on election day and Memorial day. Mrs. Kindoll and Mrs. Maiden discussed the attendance on both Memorial day holiday and June 2nd. Mrs. Kindoll feels that attendance would be higher on Memorial day than on June 2nd, because the seniors wouldn't attend on June 2nd. Mrs. Jones asked if an assembly could be held or the students learn something about Memorial day during that time since we would be in

school on that holiday. Mr. Spenneberg expressed that he didn't like going on Memorial day and didn't feel that it was right to go during that time. Mrs. Kindoll and Mrs. Maiden stated that the students would be getting out on Friday May 30th and the students had spring break. Mrs. Kindoll made a motion to adopt calendar Option 2, with the students in session on election day May 20th and Memorial Day holiday May 26th, with graduation set for June 1st. Graduation will be set on June 1st, even if additional days are missed those days will be made up at the end and graduation will be June 1st. Passed 5-0 with a motion by Mrs. Mona Kindoll and a second by Mrs. Drusilla Maiden.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Yes
Mr. Rob Spenneberg	Yes

**Before Mike Oder presented the Superintendent Selection Services, Dr. James, Mr. Hogan, and Mr. Curell exited the meeting at 5:07pm.*

3.B. KSBA Presentation for Superintendent Selection Services Mike Oder, KSBA presented the services provided by KSBA. Mr. Oder gave a brief overview of the services that KSBA offers in facilitating the timeline for a Superintendent search. KSBA will assist the district in searching for a superintendent, except interviewing the applicants or recommending an applicant. Mr. Oder went through the five phases of the search process in the event that the board chooses to partner with KSBA during the search. It is a total of \$8,500.00 dollars flat fee. Mrs. Kindoll asked Mr. Oder at this time if the trend with Superintendent searches are strictly state or national search. Mr. Oder explained at this time that all searches with the internet are national. Mr. Oder explained that all applicants will be presented to the board to review even if their application is not complete. Mr. Spenneberg asked if any background checks are conducted. Mr. Oder explained that they will not call or do background checks on an individual, all information is given to the Superintendent screening committee for them to conduct the checks on those that apply.

3.C. Approval to Hiring KSBA for the Superintendent Search

Order #60930 - Motion Passed: Approved hiring KSBA to facilitate the Superintendent Search for the Carroll County School District at a cost of \$8,500.00 as presented. Passed 5-0 with a motion by Ms. Carolyn Jones and a second by Ms. Mary Ann Pearson.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Yes
Mr. Rob Spenneberg	Yes

After approving the KSBA agreement to facilitate the Superintendent search Mr. Oder presented the information to the board for how the timeline will work in regards to how we would like to proceed and have a Superintendent in place. Mr. Oder gave an overview of the process. Mr. Oder stated that they will advertise and recruit people to apply for the position. Mr. Oder presented a draft timeline for the board. Mr. Oder stated that they would like to get the advertisement to begin this week. Applications to close on May 21st and the joint meeting occurring on May 22nd. Following the second joint meeting on June 3rd the board can move as fast or as slow as they feel that they need to go to ensure that

they have the right candidate for the Superintendent position. The timeline given is to maintain an order so that we cover every aspect. The timeline will give us five weeks to accept applications and interviews can begin in June. The board agreed with the timeline presented. Mr. Oder, asked how the salary information should be worded. Mrs. Kindoll stated that it should state competitive and negotiable. Mr. Conrad did explain that the salary would be competitive and negotiable it would also include the Superintendent's supplement which is at the discretion of the board which will change and negotiate the salary. Mr. Oder asked if there was anything that immediately came to mind when searching for a Superintendent. Mrs. Kindoll stated that they need to have a strong financial background with understanding. Mr. Spenneberg stated that they need to have a vision and be able to move forward with what we have in place at this time. Mr. Oder read a draft of the brochure that KSBA has at this time. Mr. Spenneberg stated that the new Superintendent needs to communicate at a high level externally and internally. Mrs. Kindoll wondered if we should mention having experience with building renovation? Mr. Oder stated that what we wanted to see was someone with experience with finance, vision, communicating externally and internally, and understanding building projects. Mr. Spenneberg added that not only communicating but open door policy of communicating with employees. Mr. Oder stated that we were looking for open communication. Mrs. Kindoll stated that we also want someone that will continue building community relations for the schools and we expect involvement in the schools and the community. Mr. Oder explained that a new draft will be created and sent to Tracie Crawford and that Tracie would need to send the information out until the board was satisfied with the advertisement. Mr. Oder explained the Superintendent brochure. Mr. Oder asked the board to look over the brochure and begin sending the information to Tracie Crawford so that the information can be updated or changed and sent to Jhan Wilson, KSBA to update the brochure. Mr. Oder gave a brief overview of brochure but stated that it would need to be completed after the advertisement. Mr. Oder explained the Superintendent Screening committee. There is a letter drafted to notify staff and parents about the screening committee and what is required of the committee. The screening committee is made up of a board member which is appointed by the chairperson, a principal elected by the principals, two teachers elected by the teaching staff. Dan Mahoney will be coordinating the election of the teachers. One classified member elected by the classified staff, one parent nominated by the PTA/PTO; which only one school has at this time. If you have 8% or more minority then you have to have a minority on your committee. If a minority isn't elected in the first 6, then you have to have a minority parent elected then nominated by the parents of the school district. Mrs. Kindoll clarified that the parent has to be a minority not have a child that is a minority. Mr. Spenneberg asked how the elections will take place and Mr. Conrad explained how he was working out the logistics for each area. Mr. Oder did explain that in the event that we can't get a minority parent to commit then we would still move forward. Mrs. Kindoll asked if it was limited to this number on the committee and the committee is limited to this number. Mr. Oder asked how many candidates should the committee present to the board with for selection; and explained that we don't want to limit the number of possible candidates but have a number to begin with for a range. It was decided that we would accept 5-7 candidates from the screening committee. The board chairperson should answer questions concerning the superintendent search and refer any questions to Mr. Oder. Mrs. Kindoll asked if there were any additional questions and is everyone ok with what we have at this time. May 22nd do we want to have the joint meeting on that day? The board agreed to have the joint meeting with the screening committee after the board meeting on May 22nd at Kathryn Winn Primary beginning at

6:00pm. June 3rd will have another joint meeting at the Board Office in the conference room beginning at 5:00pm.

4. Discussion and Approval of Board Member to Superintendent Selection Committee

Order #60931 - Motion Passed: Discussed and approved Carolyn Jones as the board member that has been appointed to serve on the Superintendent Search Committee as presented. Passed 5-0 with a motion by Mrs. Mona Kindoll and a second by Mrs. Drusilla Maiden.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Yes
Mr. Rob Spenneberg	Yes

5. Adjournment

Order #60932 - Motion Passed: Approved adjourning the April 8, 2014 Special Board Meeting at 6:09 p.m. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Mrs. Drusilla Maiden.

Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Ms. Mary Ann Pearson	Yes
Mr. Rob Spenneberg	Yes

Chairperson

Secretary