DOLORES SCHOOL DISTRICT RE-4A BOARD OF EDUCATION MINUTES FOR JANUARY 7th, 2019 SPECIAL BOARD MEETING

Special Board Meeting Professional Development Room

January 7th, 2019 7:00 p.m.

- CALL TO ORDER The Dolores School Board meeting was called to order at 7:06 p.m. on January 7th, 2019.
- II. ROLL CALL Members present were: Casey McClellan, Vangi McCoy, Kay Phelps, Lenetta Shull and Deanna Truelsen. Phil Kasper, Superintendent, Doreen Jones, Business Manager, staff and community members were also in attendance.
- III. APPROVAL OF AGENDA

A motion was made by Deanna Truelsen and seconded by Vangi McCoy to approve the agenda. Votes: McClellan-aye; McCoy-aye; Phelps-aye; Shull-aye; Truelsen-aye

IV. DISCUSSION WITH JOHN MERRIAM

A. Focus Group - Superintendent Search

Mr. Merriam thanked focus group participants. He distributed a packet to the board members on a timeline and schedule. Tonight a vacancy notice will be constructed. 25 staff, 15 community members present at focus group meeting; he'll share their insights, along with best practices being done statewide. The focus group discussed questions regarding the district's makeup, what the district is looking for, goals, strengths, weaknesses, qualifications of candidate, etc.

Questions: Strengths of district Challenges facing district Qualifications/qualities of candidates

The task for Mr. Merriam is to become knowledgeable on what the district needs, what it's looking for and stay neutral in the process. A decision will be made on how involved the board would like him to be.

There are statutes governing the hiring process for a superintendent; the board is responsible for knowing the requirements.

Decisions to be made: How much to have the current superintendent involved; interview committees; who to be on the interview teams; salary schedule; contract length; benefit package; hire date; assume responsibilities date; credentials.

Traditional vs. nontraditional candidate, success with either? Mr. Merriam reported success with both. The focus groups preferred traditional. There were other qualities discussed and the focus groups were given the okay to send Mr. Merriam additional information if they have it.

Mr. McClellan suggested looking at the process done for the interim superintendent; it was successful.

January 14th is the deadline for draft brochure to CASB. Mr. Merriam provided results from both focus groups; the board is to evaluate and compile top items from groups.

Each board member will pick their top 10 qualities, send those to Mr. Merriam; he will compile and report the results; Ms. Arnett is the district contact.

Four questions picked, 10 qualities, conditions (requirements/credentials/experiences).

Salary - what are similar sized districts paying? It was suggested doing do a multi-year contract with termination language that gives the board the full authority to terminate at any time; it also gives the superintendent the same exit option, with 30 days notice. This is important because of the TABOR amendment. Salary/benefit packages were reviewed for comparable districts and the board will continue its review before a decision is made.

All would like committees involved in the interview process. The calendar and timeline were discussed for interviews, dinners, meet and greets, final selection, etc. It was discussed and decided to have a training for committee members participating in the interview process. If they don't attend the training, they can't participate in the interview. Discussion ensued on who will be on the committee and the numbers from each category of staff, parents, community, students.

After discussion, Mr. Merriam reported the following timeline and decisions:

January 14 - the board sends invites for interview team members; numbers of each group to be selected announced, maximum number of team members will be announced; the board is to design an application for team members, denoting their classification; applications will be due on February 14th. February 14th - the board will choose team members at that night's board meeting, as an action item. March 5, 2019, 4:00 p.m. - team members meet with Mr. Merriam for tasks and training. March 26, 2019 - interviews conducted, schedules forthcoming, sent out by Mr. Merriam.

Questions crafted came from CASB samples and from focus groups; they are consistent. Three groups will be picking the questions from the samples provided. Salary was discussed and needs to be commensurate with surrounding districts.

The board is to pick their four top essay questions, and top 10 qualifications, getting them all to Mr. Merriam. Mr. Merriam will communicate with Mr. Kasper and make sure all is in place by January 14; coordinate with Ms. Arnett as the point person.

Revised schedule will be sent to the board by Mr. Merriam by Thursday.

V. ADJOURNMENT was at 9:27 p.m. The next board meeting will be held on Thursday, January 10th, 2019, at 6:00 p.m.

Board President

Date

Board Secretary

Date

Saulsa