

MINUTES OF BOARD OF SCHOOL TRUSTEES MEETING
July 31, 2017

The Board of School Trustees met in regular session on Monday, July 31, 2017, at the Education Support Center. The following members were present: Mrs. Rebecca Gardenour, President; Ms. Lee Ann Wiseheart, Vice-President; Mrs. Donna Corbett, Secretary; Mr. K. Lee Cotner, Member; Mrs. Elizabeth Galligan, Member; and Mrs. Jenny Higbie, Member. Also present was the following administrator: Dr. Brad Snyder, Superintendent. Mrs. Jan Anderson, Board member; and Mr. Bill Briscoe, Assistant to the Superintendent for Administration and Operations, were absent.

A. CALL TO ORDER:

Mrs. Gardenour called the meeting to order at 6:00 p.m.

B. RECITE PLEDGE OF ALLEGIANCE:

Mrs. Gardenour asked everyone to join in reciting the Pledge of Allegiance.

C. COMMENTS FROM THE PUBLIC

The public was invited to address the Board on matters of educational importance. Oral complaints regarding specific students and/or personnel will not be heard. School employees are encouraged to contact their immediate supervisor to be heard on specific complaints relating to the terms and status of their employment prior to addressing the Board. Individuals were asked to confine their comments to no more than three minutes. There were sign up sheets near each entrance prior to the start of the meeting.

Mr. John Marsh shared the following desirable attributes for a new superintendent for the district:

- Strong recognition as an exemplary public school advocate. Intense competition from private schools, parochial schools, voucher schools, virtual school, and public and private charter schools makes it critically important to have a strong public school champion as our new school leader.
- Strong central office experience, preferably as a sitting Superintendent or Assistant Superintendent would be an asset. Success as a building principal would be valuable. Experiences in a district similar to NAFC would also be a plus.
- Should want to be in this community with its long history as an outstanding school corporation. She or he should be happy to be a part of this community.
- Experience with Professional Learning Communities and a strong advocate in the truest sense of collegial and participatory management and decision making throughout the school community.
- Value the contribution of building leaders in whatever capacity they serve -- both formal and informal leaders who serve to improve our classrooms and schools every day. That sense of value needs to be recognized and honored.
- Be immersed in the community and be willing to engage the community in a variety of ways as well as being the instructional leader.
- Classroom working conditions should be a high priority. Class size and overall teacher loads are important in achieving classroom success and attracting and retaining exemplary teachers and support staff.
- Employees need to feel appreciated and important. School leaders, especially the Superintendent, should be lifting people up at every opportunity, students and staff alike.

D. INFORMATION AND DISCUSSION ITEMS:

Discussion of Superintendent's Job Description and Search Process;

Board members reviewed three samples of job descriptions shared with them from the Indiana School Boards Association. Some of the personal and professional characteristics Board members suggested adding included:

- Public school advocate
- Willingness to exert leadership in encouraging parent participation and involvement in school
- Thorough knowledge of school law, budgeting process and finances as related to Indiana school corporations
- Ability to work well with diverse cultural and ethnic backgrounds being sensitive to interpersonal relationships
- Strongly values Career and Technical Education
- Superintendent's license required

In terms of the application, Board members agreed to use the application form developed by the Indiana School Boards Association. The sentence "Do not contact Board members unless advised to do so" will be added to the application. The position will be posted nationally. Completed applications will be returned to the Indiana School Boards Association and reviewed for completeness. The deadline for receiving applications and the selection process dates will be determined by the Indiana School Boards Association.

In addition to the application development and services related to the application mentioned above, the Indiana School Boards Association will also assist the School Board with the following services:

- Facilitate Community Input Session - to be held at the School Board meeting scheduled for Monday, August 28, 2017 at 6:00 p.m. at the Education Support Center
- Assist in developing 1st round interview questions
- Facilitate Board discussions for 2nd round interviews
- Assist in developing 2nd round interview questions
- Review background check procedure

Ms. Michelle Cooper, Board Attorney, will also be involved in the development of the contract

The goal of the Board is to have the new Superintendent's contract begin on January 1, 2018. Mrs. Corbett asked if Board members could have an updated timeline from Indiana School Boards Association on the events/dates taking place between now and when the Superintendent is hired.

Mrs. Gardenour reminded the public the interviews will be held with Board members in Executive Session. All applications will be kept private until final two candidates are selected.

Mrs. Gardenour asked that the Community Input Session scheduled for August 28, 2017, at 6:00 p.m. at the Education Support Center be shared on the corporation's website, Facebook, newspapers, etc.

With no further business to be brought before the Board, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Pam Schindler, Recording Secretary