

MANCELONA PUBLIC SCHOOLS

Board of Education Minutes of Special Meeting January 22, 2008

Present: Avery, Derrer, Harden, Moser, Ross
Absent: Musselman
Central Office Staff: Moeke
Administration: Oppermann, Naumcheff

President Ross called the meeting to order at 5:31 p.m. in the Middle School Media Center

Communications or Expressions from the Public- Pami Sprague spoke to the Board about considering keeping the existing interim superintendent, perhaps an extra year, for a sense of stability to the district. Marcie Grabruck stated she felt basically the same and added that it could help in getting new principals in place.

Dr. Michael Washburn- process for selection of superintendent- Dr. Washburn stated he was at the meeting to talk about the process for hiring a new superintendent and subsequently a middle school and high school principal. He reviewed the options listed on a handout. Dr. Washburn invited each Board member to state their points of view on which process they favored. Bill Avery stressed the importance of having the community, teachers and staff involved. As for the principals, he stated he felt Mr. Oppermann should be offered the job permanently. Cathy Harden said she feels strongly, Like Bill, that Mr. Oppermann has been with the district a long time and, from what she has heard, has done a great job. Mr. Washburn questioned if this should be decided by the Board of allow staff to have input. Cathy Harden stated, between staff and the Board, she thought a decision could be made. President Ross reminded the Board that Ron Nurnberger will be presenting principal evaluations at the February meeting.

Dr. Washburn distributed another handout, addressing specifically the traditional search process. The first step is to identify a three-member committee to be the search committee that will work with him. From that group a chairperson needs to be identified. He suggested that there be an administrative contact for individuals to go to when wanting information, stating that it could be Ron Nurnberger.

Dr. Washburn suggested scheduling one day for staff and students to identify the characteristics they would like a new superintendent to have. As for the brochure, he pointed out that only a salary range needs be listed. Postings can be sent to MASA/MASB and University placement bulletins and all intermediate school districts in the state and placed on the district's web site. Dr. Washburn pointed out that there will be a lot of work in the beginning, particularly with identifying characteristics. The postings will have to run six to eight weeks. Chances are one or two more districts will be going through a similar process at the same time we are. We should strive to be competitive.

When it is time to narrow the field of candidates, Dr. Washburn recommends making three lists: List A with can't-miss candidates (blue chippers); List B with there's a *but*, such as no experience or different experience; and List C with those not meeting our qualifications or those that do not fit our profile. Dr. Washburn pointed out, under State law, candidates may ask for their application to be confidential. However, when the candidates to be interviewed at a Board meeting are named, the remainder of the process must be done in public.

President Ross said the information sounded good and asked Dr. Washburn if he would help the Board with the process. Dr. Washburn replied he would be available to help. He told the Board they will need to decide if audience input will be verbally or in writing. He pointed out that having the audience write questions on a card is ideal. Dr. Washburn emphasized that it will be best to try to not make a final decision during the last evening of interviews and wait an additional day, allowing time to "read" the community.

Dr. Washburn distributed a list of tentative dates for the entire process. His suggestion is to get a letter out to the community in the next couple of weeks, scheduling a community meeting around February 11 if the goal is to have a new superintendent selected by May 19, 2008. This timeline will allow an opportunity for Mr. Nurnberger to work with the new superintendent and have the new superintendent be

part of the middle school principal selection process. He also suggested a special meeting February 20 or 21 to discuss and approve a brochure, hear results of the group meetings and approve the posting process. Dr. Washburn asked members if they were comfortable setting up the input meetings with staff and community. Board consensus is to hold a special meeting on February 21, 2008 at 5:30p.m.

Dr. Washburn suggested the week of April 28 to have a special meeting to review applications, select finalists and prepare for interviews. He also noted that it is not wise to interview more than two candidates in one evening, spreading the interviews over a two week period.

President Ross told Dr. Washburn the Board has a personnel committee and asked if an ad hoc committee should be designated or could the personnel committee be appointed to be the search committee. Dr. Washburn stated the personnel committee would be good. He urged members to contact people they know that are interested in our district to call them and then write them a letter, inviting them to be part of the process.

President Ross asked what the next step will be, a special meeting? Dr. Washburn replied there are several things; pull together what was discussed at the meeting, develop a game plan and get it to the search committee, get a letter out to the community and staff, set dates/times. He said the Board needed to set a date tonight for the focus group to meet. After discussion, February 13 at 7:00 p.m. was set. President Ross expressed concern if all members showed up at the meeting. Dr. Washburn suggested that the meeting be posted.

Items for Future Consideration- Frank Moser asked how far along in the process things were regarding the vacant seat on the board. President Ross stated applications will be accepted until February 1, 2008 at 3 p.m. Dr. Washburn reiterated that once the Board receives the recommendations on administrative evaluations then the Board can make a decision on the high school principal position.

Ross/Harden to adjourn at 6:45 p.m.

YES: 5
NO: 0
Motion carried.

Respectfully submitted,

Ginny Moeke, Recording Secretary