

**INTERSTATE 35 COMMUNITY SCHOOL DISTRICT**  
405 E. NORTH STREET  
TRURO, IA 50257-0079

**SPECIAL BOARD MEETING MINUTES**

6:00 P.M.

High School Library

March 21, 2013

**AGENDA**

- I. Call to Order - President Leah Gray called the meeting to order at 6:00 p.m.
- II. Roll Call – Bryan Arzani, Julie Brownlee, Leah Gray, Ken Stanley – present. Absent – Dan Kirkpatrick.
- III. Approval of Agenda – President Gray noted that item VI on the agenda would be moved to follow item VIII on the agenda. Motion to approve the agenda by Julie Brownlee. Motion carried 4-0.
- IV. District Priorities – President Gray reviewed the following district priorities with the board to keep in the forefront as the board makes decisions that continue to move the district forward:
  - 1) Articulate and support a cohesive student-centered PK-12 vision for continuous school improvement
  - 2) Engage in effective teaching and relevant learning for the 21<sup>st</sup> Century
  - 3) Operate with fiscal integrity, efficiency and effectiveness
- V. Consent Agenda
  - A) Approval of Personnel
    - Resignations – Colton Calvert – HS Assistant Baseball; Samantha Kennedy (Title I); Brenda LaHart (HS Spanish)
    - Hires – Afton Bradley (7/8 language arts); Afton Bradley (MS Head Girls Basketball); Eric Borlaug (HS Speech Large Group/Small Group)

Superintendent Sundermeyer explained that the rationale for recommending these positions at this time was to allow an ad for the Superintendent position and other vacancies in this Sunday's register as well to finalize the offer of positions in a timely fashion after interviews were conducted.

Motion by Bryan Arzani to approve consent agenda, seconded by Ken Stanley. Motion carried, 4-0.
- VII. Early Retirement Option – The administrative team met and decided, based on the current situation, early retirement should be offered to those eligible individuals yet this school year to address overstaffing and allow for additional rightsizing. The window would be short: paperwork will need to be submitted by April 5, with approval at the April 8 scheduled board meeting. The board was provided with a list of those eligible for early retirement and the costs per the board policy for each individual. Motion to approve the early retirement option for the 2012-13 school year by Julie Brownlee, seconded by Ken Stanley. Motion carried, 4-0.
- VIII. Staffing Plan for 2013-14 – Superintendent Sundermeyer reviewed the current vacancies for next school year that would be included in an ad to be placed in the Sunday, March 24 edition of the *Des Moines Register*.

- Superintendent
- Activities Director
- High School Spanish
- Title I Reading
- Elementary Classroom Teacher\*
- Secondary Math (part-time)\*
- English as a Second Language (part-time)\*
- HS Head Football Coach
- Various coaching opportunities

Part-time positions may be combined to equate to 1.0 FTE, depending on qualifications, endorsements. Apply via IAREAP. [www.edline.net/pages/Interstate35CSD/Employment](http://www.edline.net/pages/Interstate35CSD/Employment)  
EOE/AA

\*denotes added positions

- VI. Discussion on Superintendent Search – The board reviewed the list of search firms and directed the Superintendent and Business Manager to contact as many as possible to see if they would be available to come to the board meeting on Monday, March 25 to give a brief presentation of their services and fees or provide a packet of information if not able to attend. The firms to be contacted include: Gaylord Tryon; MacPherson & Jacobson; Ray and Associates; and Pace, Jones, and Gilson.

In addition to the list of search firms, the board reviewed a document prepared by Iowa Association of School Boards (IASB) regarding the Superintendent Search Process. The board reviewed a list of sample questions to ask search firms or consultants. Leah Gray asked the board to look through them and note a few specific ones they would like to ask. Bryan Arzani thought they were all good questions and wanted to send them all to the search firms. Superintendent Sundermeyer noted that Harry Heiligenthal from IASB suggested the board narrow it down to a couple of questions. Arzani offered to donate his tools to determine applicant's characteristics. Ken Stanley noted he had no preference regarding the use of the tools. Leah Gray said the tools could be useful, but the board should keep an open mind during the interview process. Arzani also mentioned talking with the board from Clarke CSD to see what they think about the process as they are conducting a search now. The board did highlight two questions to ask: the first regarding board involvement during the screening process and/or choosing candidates to interview, and the second regarding what other districts the search firms have worked with during the past two years. It was decided that the search firm contract approval should be added to the agenda for Monday night's board meeting.

- IX. Board Comments – There were a few audience members who had questions. Cyndi Cassidy asked about the public interview process and what it entails. Bryan Arzani said that during the last process there was a list of people who signed up with their questions that they wanted to ask the candidates. It was asked how that would be communicated to the public, and the board stated they would include it in as many areas as possible including the Roadrunner Report, website, etc. Kelly Bregar asked about the list of positions to be advertised in the Sunday paper, and inquired whether these will all be external applicants or if the positions would be available to internal applicants. Superintendent Sundermeyer stated these positions would be posted simultaneously for internal and external applicants.

X. Adjourn – Bryan Arzani moved to adjourn. Motion approved 4-0. Meeting was adjourned at 6:35 p.m.

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Leah Gray, Board President

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Jennifer Jamison, Board Secretary