

**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 28, 2013

**AGENDA**

- I. Call to Order - President Leah Gray called the meeting to order at 6:05 p.m.
- II. Roll Call – Bryan Arzani, Julie Brownlee, Leah Gray, Dan Kirkpatrick, and Ken Stanley – present. Absent – none. Also in attendance were Linda Brock and Randall Nichols from Ray and Associates.
- III. Approval of Agenda –Motion to approve the agenda by Julie Brownlee, seconded by Dan Kirkpatrick. Motion carried 5-0.
- 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. Discussion with Ray and Associates on Superintendent Search – The board first discussed timeline. It was determined that stakeholder interviews would take place on April 4, with results shared to the board and finalization of the flyer and application on April 8. The board will meet in closed session to review candidate profiles and select semi-finalists on May 1, and semi-finalist interviews will be the afternoon of May 3 and morning of May 4, also in closed session. Final interviews will be May 6-7 and will include stakeholders, tour of district, and meet and greet with community. The board discussed which groups would be involved in determining characteristics and traits and the survey that would be available online. Also discussed were contact information, development of the promotional flyer, advertisements to be placed, certification and licensure necessary of candidates, and salary range.
- VI. Board Comments - Bryan Arzani asked about candidates getting released from their current contracts, and Randall Nichols stated that it was not unusual to see superintendents switch in the middle of the school year. Ken Stanley asked if we can stipulate that they sign something before bringing a candidate in for an interview that they can be released from their contract. Linda Brock stated that they always make sure that candidates have spoken to their board president and where they are at in their contract and can they be released. They have never had a situation where someone was held to their contract. Julie Brownlee asked about Nichols’ comment about candidates coming in the middle of the school year, and if he would foresee that happening here, and Nichols replied no, that it’s just not unusual to see superintendents move during the year. In discussing the timeline Leah Gray was interested in defining the stakeholder groups, and Dan Kirkpatrick wanted to make sure to involve those community members wishing to be involved. Julie Brownlee asked if the candidates

were asked where else they have applied, and yes, they do ask that question. Leah Gray asked if when checking references, Ray and Associates asks if that person would hire the candidate again. Brock said that they do ask and make sure that candidates are who they say they are and do what they say they will do. The board was asked about how they would involve stakeholder groups for the final interviews. The suggestion was to have an open meeting allowing community members to write their questions on an index card which will be reviewed to make sure the questions are legal to ask, and at the conclusion of the time, community would fill out a feedback sheet. Ken Stanley asked if the firm sees any problem with advertising opening as Superintendent/Curriculum Director to avoid any conflicts later. Bryan Arzani felt the curriculum process needs cohesion. When it resides with one person, managers don't feel empowered. Brock said they would be sure to ask questions relative to curriculum and instruction and would advertise the position as Superintendent/Curriculum Director. The board was asked whether it would accept a conditional certificate, and they replied they want someone with experience. The salary will have to have some wiggle room depending on qualifications. A range will be quoted, with the understanding it could go up or down. It was determined that in order to attract a candidate with experience, a salary range of \$135,000 would be necessary. The contract will be drafted and sent to the district attorney for review prior to the offer.

- VII. Adjourn – Dan Kirkpatrick moved to adjourn. Motion approved 5-0. Meeting was adjourned at 8:10 p.m.

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Julie Brownlee, Board Vice-President

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Jennifer Jamison, Board Secretary