

CAMP VERDE UNIFIED SCHOOL DISTRICT BOARD MINUTES TAKEN DURING MEETING

OPEN TO THE PUBLIC ON
Tuesday, February 27, 2018
SPECIAL WORK SESSION MEETING
5:00 PM

AT THE CAMP VERDE UNIFIED SCHOOL DISTRICT MULTI-USE COMPLEX LIBRARY
280 CAMP LINCOLN ROAD
CAMP VERDE, ARIZONA 86322

Mission:

Providing students a safe and caring environment in which knowledge, skills, and attitudes enable learners to become productive citizens
Respect, Integrity, Positive Relationships, Accountability

Vision:

Our District will:

- Foster confidence, excellence, integrity, and a sense of belonging.
- Ensure each learner studies a challenging, academic and relevant curriculum, which enhances social, emotional, physical and ethical development.
- Work in partnership with all families and the community as an organization of engaged, motivated lifelong learners.

1. WELCOME AND CALL TO ORDER

Mr. Roth called the meeting to order at 5:05 pm.

2. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Mrs. McDowell led the Pledge of Allegiance. There was a moment of silence.

3. ROLL CALL

Board members present were: Tim Roth, Helen Freeman, Eric Lawton and Kitty McDowell.

4. AGENDA REVIEW AND ACCEPTANCE

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to accept the agenda as presented. The motion carried 4-0.

5. A REPRESENTATIVE OF THE ARIZONA SCHOOL BOARDS ASSOCIATION WILL PROVIDE THE GOVERNING BOARD WITH AN OVERVIEW OF THE SEARCH PROCESS FOR A NEW DISTRICT SUPERINTENDENT

Discussion: At a previous meeting the Governing Board was presented written information from the Arizona School Boards Association related to search for a new District Superintendent. As a result of the Boards review of the information the Board approved using ASBA as the District search agent. This agenda item provides an overview of the process, provides for questions from the Board, and Board discussion.

ASBA Consultant Karen Gasket addressed the Board giving an overview of the Superintendent Search process. If the Board elected to proceed with the Search, it would be completed no later than June 30, 2018.

There was no action taken on the Item.

6. THE GOVERNING BOARD WILL REVIEW AND DISCUSS A DRAFT SEARCH AGREEMENT BETWEEN THE DISTRICT AND THE ARIZONA SCHOOL BOARDS ASSOCIATION (ASBA) REGARDING THE SEARCH FOR A NEW DISTRICT SUPERINTENDENT, AND, CONSIDER PROVIDING AUTHORITY TO THE BOARD PRESIDENT TO SIGN THE AGREEMENT ON BEHALF OF THE GOVERNING BOARD WHEN THE AGREEMENT IS PRESENTED IN FINAL FORM

Discussion: At a previous meeting of the Governing Board information related to search services provided by ASBA was presented and discussed. As a result of that discussion the Board approved the use of ASBA as a search agent for the position of District Superintendent. This agenda item provides ASBA an opportunity to present a draft Search Agreement to the Board for discussion. The Board will review the conditions of the Search Agreement.

Ms. Gasket went through the agreement and the exhibits with the Board. The Board will need to take action in order to start the search. There was discussion on setting an actionable work session meeting on Thursday, March 1, 2018 for those purposes. There was no action taken on the Item.

7. THE GOVERNING BOARD WILL REVIEW AND MAY CONSIDER USE OF A COMMUNITY E-SURVEY THAT CAN BE USED TO COLLECT COMMUNITY THOUGHTS RELATED TO THE POSITION OF DISTRICT SUPERINTENDENT

Discussion: On behalf of the District, the Arizona School Boards Association can make available an e-survey related to the Board's search for a new District Superintendent. This agenda item provides the Board with an opportunity to discuss and consider the use of an e-survey in the search process.

Ms. Gasket covered the e-survey that the ASBA would provide a link for on the District website that would give the community a chance to give input on the attributes they would like to see in a Superintendent. There was no action taken on the Item.

8. THE GOVERNING BOARD WILL DISCUSS MAY CONSIDER THE EXTENT OF STAKEHOLDER INVOLVEMENT THAT MAY BE INCLUDED IN THE SEARCH FOR A NEW DISTRICT SUPERINTENDENT AND DIRECT THE ARIZONA SCHOOL BOARDS ASSOCIATION (ASBA), IN CONJUNCTION WITH DISTRICT ADMINISTRATION, TO DEVELOP SPECIFIC PLANS TO BE PRESENTED TO THE BOARD AT A FUTURE MEETING FOR CONSIDERATION

Discussion: In the Board's search for a new District Superintendent, the Board has the option to include stakeholder involvement in the search process. This involvement may be through large group forums, small group leadership meetings, a community e-survey, and/or meetings with staff. This agenda item provides the Board with the opportunity to discuss the possible inclusion of stakeholder involvement in the search process, the extent of such inclusion, and the expected outcomes of the involvement. Should the Board determine stakeholder involvement is appropriate, the Board may direct ASBA and District Administration to develop a specific plan for Board consideration at a future meeting.

There was discussion on the potential stakeholder meetings and what they would look like.

Ms. Gasket worked with the Board on a potential timeline for the search. If approved, the schedule would be as follows:

February 27- Review contract and all elements

March 1- Approve contract and all elements

March 2- Post the e-Community Survey

March 9- Post Superintendent position at ASBA

March 23 -Close the e-Community Survey

March 27- Administrative Leadership Forum 5:00 p.m. Board observes Community Leadership Forum and 6:00 p.m., includes parents, all employee groups, community leaders - Board observes Open Session Board Meeting, 7:00 p.m. Board to review e-Survey results, etc.

April 3-Close position at ASBA

April 12- Governing Board Meeting for applicant paper screening, 5:00 p.m.

April 19- Community Interview, 6:00 p.m.

April 20- Final Interviews, 8:00 a.m. (all day).

April 23 -Final Executive Session Followed by Open Session to select one candidate
5:30 p.m.

Negotiating the contract with finalist through the District's attorney would be the final step.

There was no action taken on the Item.

9. THE GOVERNING BOARD WILL DISCUSS THE COMPONENTS OF A POSITION ADVERTISING DOCUMENT AND MAY CONSIDER DIRECTING THE ARIZONA SCHOOL BOARDS ASSOCIATION (ASBA) TO CONSTRUCT AN ADVERTISING DOCUMENT RELATED TO THE POSITION OF DISTRICT SUPERINTENDENT

Discussion: This agenda item provides the Governing Board an opportunity to discuss the components of an advertising document and consider directing ASBA to construct a draft advertising document for the position of District Superintendent. The components of the advertising document shall include information related to the community, the District, a position description, a salary range, the projected search timeline, and other items deemed appropriate by the Board. ASBA will provide the Board with a draft document at a future meeting for review and consideration. When approved ASBA will publish the advertising document.

Ms. Gasket went over the potential advertising document that would include a community profile that highlights all of the positive attributes of the District and community, a description of the Superintendent's job, and a salary range of \$ 95,000 to \$ 105,000.

There was no action taken on the Item.

10. THE GOVERNING BOARD WILL DISCUSS AND MAY CONSIDER APPROVING QUESTIONS SPECIFIC TO THE DISTRICT TO BE INCLUDED ON THE POSITION APPLICATION ADVERTISED THROUGH THE ARIZONA SCHOOL BOARDS ASSOCIATION (ASBA)

Discussion: The application document that will be used in the search process for a superintendent is comprehensive. However, in the effort to address District needs and help identify the most qualified candidates to be interviewed, for the position of District Superintendent, the Board may direct ASBA to include specific District related questions on the position application.

There was discussion on giving the Board the opportunity to add District specific questions to the Interview outline.

There was no action taken on the Item.

11. DISCUSSION ON OPTIONS FOR INTERNAL LEADERSHIP PLACEMENT USING STAFF ATTRITION AND POTENTIAL LEADERSHIP ADJUSTMENTS THROUGHOUT THE DISTRICT FOR SCHOOL YEAR 2018-2019

The Board may discuss absorbing the position of Superintendent and other potential leadership and staff alterations throughout the District in order to cover the necessary duties of Superintendent.

There was extensive discussion on breaking the cycle of the 3 year superintendent in the District. Administrator-In-Charge and Principal Mr. Howe expressed his willingness to continue the leadership position through the 2018-2019 school year without any additional pay. The discussion included: budget shortfall financial recuperation for the District, Board member concerns about workload burden on Mr. Howe, and spreading the workload among administrative staff. The discussion continued as members of the Board and the administration expressed support for the internal leadership option.

There was some discussion on the potential of starting the Superintendent Search in the fall of next school year, rather than immediately.

Mr. Roth exited the meeting at 7:05 pm and returned at 7:07 pm.
Mr. Lawton exited the meeting at 7:07 and returned at 7:08 pm.
There was no action taken on the Item.

12. ADJOURNMENT

Motion: Mrs. Freeman moved, seconded by Mr. Lawton to adjourn the meeting. The motion carried 4-0. The meeting adjourned at 7:27 pm.

13. SIGNING OF DOCUMENTS