

Members Present: Chairman Trina Comerford, Brian Kohlmeyer, Jenn Larson, Dan Jones;
Absent Amber Burns

Staff Present: Erin Henery

Guests: Steve Kelley/OSBA, Rachel Pelzer, Kayla Fanning, Brooke Jenkins, Jessica Keene

1. **Call to Order** by Chair Brian Kohlmeyer at 5:00p.m.

2. **Superintendent Search**

Brian Kohlmeyer introduced Steve Kelley with OSBA and Steve asked board members to introduce themselves.

Steve Kelley gave his phone number and encouraged the board to call with any questions they would have. He gave an overview of the different options in which the OSBA could assist in the Superintendent search process. They could do the search for them which included transition training, surveys and a two-year guarantee or they could do an hour by hour charge and help with specific needs.

There are different paths to take as well. An interim for the short term which is a shorter search process or a permanent which could be a longer process.

It was a consensus that the board would like to do a search for a permanent, but if they need an interim to have more time, they could go with that. They also had a consensus that they would like to look at candidates both internally and externally for a larger applicant pool.

Steve will bring to the group next meeting a calendar based on the permanent search process, pivot points as to when they may need to switch the process to an interim search, sample of community engagement items and prepare to answer specific questions.

There are three requirements that need to be met before an executive session can happen.

- There needs to be a declaration of vacancy
- Board needs to adopt a search calendar
- Qualities and qualifications need to be set

Once those three things are done the board can go in to executive session. The search should be left open for 4-6 weeks.

An action item that can be done is to hire OSBA for at least the qualities and qualifications process on an hour by hour basis if the board chooses.

There will be a 6:00pm work session with Steve on Tuesday, February 16th prior to the regular board meeting.

Trina Comerford asked if we could look ahead to finish the Promise Scholarship program. Steve said that he would bring a proposal to the next meeting. There are three sessions remaining at

three hours each. The first one can be done virtually so we can do it sooner rather than later, but the other two need to be in person if possible so those should be scheduled out to April or May.

Board discussed the staff survey results. Communication was the biggest thing discussed on the survey. 43 people were sent the survey and 36 responses were received.

Brian Kohlmeyer stated that it might be nice to have the help of OSBA with the short time line.

Meeting adjourned at 6:09pm