

**DOLORES SCHOOL DISTRICT RE-4A  
BOARD OF EDUCATION SPECIAL MEETING MINUTES  
DISTRICT BOARD ROOM**

**Tuesday, July 13, 2021 at 6:00 p.m.**

**I. CALL TO ORDER** – The Dolores School Board meeting was called to order at 6:02 pm on July 13, 2021.

**ROLL CALL** – Members present were: Maegan Crowley; Casey McClellan; Kay Phelps; Lenetta Shull; Clay Tallmadge. **QUORUM** was present.

**II. APPROVAL OF AGENDA (DSD Policy BEDB)**

A motion was made by Casey McClellan and seconded by Lenetta Shull to approve the agenda.

**Votes:** Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.

**Motion passed.**

**III. INTERIM SUPERINTENDENT INTERVIEW PROCESS**

**A. Finalize Interview Questions**

All five finalists were contacted by Maegan Crowley. The Board discussed the list of tentative questions.

Five topics for questions- each Board member is responsible for one category:

1. leadership
2. curriculum development and student assessment
3. budget and school finance
4. personnel management and public relations
5. school law and legal issues

The questions were color coded based on category (and the board member who will ask it), and questions are mixed up so that members do not ask more than one question in a row. Board members discussed each question.

Questions:

1. Describe your leadership style, the process you use in decision-making, and how you would evaluate the effectiveness of your decisions. (Crowley)

2. Please share your experience regarding curriculum development and student assessment. (Phelps)
3. Dolores being a smaller district, the superintendent plays a huge hands-on role in building a district budget tied to the district's strategic plan, vision, and mission statement. Do you have hands-on experience in building a sustainable, balanced budget? If so, explain such experience. (Shull)
4. Describe the roles and responsibilities of the superintendent and the board of education in forming an effective leadership team, and how that team best meets the needs of the students. (McClellan)
5. Describe your familiarity with Colorado School Laws, and two situations- without disclosing confidential information- in which you referred to school law in helping with your decisions. (Tallmadge)
6. Would you approach an interim superintendent position differently than a superintendent position? If so, how? (Crowley)
7. How does a school district meet the needs of all students, yet increase student achievement and close gaps caused by language and \_\_\_\_\_. (Phelps)
8. Have you ever been involved in deficit planning, including difficult decisions of eliminating staff positions and/or programs? Provide examples. (Shull)
9. You have an idea or a goal you would like to accomplish. If you knew that the majority of staff supported this idea, but suspected that parents, the community and/or the majority of the board may not be, how would you handle the situation? (McClellan)
10. Describe situations in the past, without disclosing any confidential information, that required working with a lawyer and the Board to resolve the issue. (Tallmadge)

The Board discussed adding an 11th question, which could be "is there anything you'd like to share with us that hasn't been covered, or anything else you think we should know?" Or more simply, "is there anything else you'd like to share with the Board?"

Final Question 12: "are there any questions you'd like to ask the Board?"

Each finalist will have 45 minutes to answer all questions. The Board discussed setting up a timer, so that the candidate can also track time. If candidate answers are running long, the Board members may point out the time in order to try to fit all questions in the allotted time; no candidate can have more than 45 minutes, and if an interview is shorter, it will end early.

**A motion was made by Kay Phelps and seconded by Lenetta Shull to approve the above 12 questions as discussed.**

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**  
**Motion passed.**

## **B. Finalists Applications**

In the past, CASB has taken care of all vetting procedures for each candidate; Maegan Crowley consulted with legal counsel, who reminded the Board that if CASB is not handling this, it is the Board's responsibility. The district secretary cannot help with this due to how much she is handling during this transition; Maegan Crowley stated that she will take it on.

The Board discussed using the usual questions for background checks. Lenetta Shull suggested the question "if the opportunity arose, would you hire this person back?" Kay Phelps suggested adding language about reservations or concerns to the question; they discussed whether law allows this type of question. Maegan Crowley stated that she will consult with legal counsel and the business manager.

**A motion was made by Clay Tallmadge and seconded by Lenetta Shull that background checks and reference checks be conducted by the Board President and the Dolores RE-4A Business Manager.**

Discussion: Casey McClellan stated that in the past, any Board member has been able to contact candidate's references. Lenetta Shull stated that the official vetting will be done by the Board President and Business Manager, but that other Board members could conduct other types of vetting. Members discussed that any information would need to be shared with all Board members. Maegan Crowley stated that legal counsel advised that background check vetting should be assigned to specific persons. Casey McClellan and Lenetta Shull stated that vetting could include more than just the official background check, such as googling, facebook, etc.; Kay Phelps suggested that members would need to be careful with such information, as it may not be accurate. Maegan Crowley stated that the application materials provided would provide a level playing field from which the Board could proceed with interviews.

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**  
**Motion passed.**

## **C. Interview Schedule**

The Board discussed slight changes in the interview schedule, so that an executive session can be held after the interviews are completed rather than in between interviews. They also discussed having all Board members present for the interviews so that the candidates are the only virtual attendees.

During the executive session, the candidates will be ranked by the Board. On the 23rd the candidate will be chosen, which abides by the 14 day period from when candidates were announced.

Lenetta Shull inquired whether the Board would be able to ask candidates whether they would be able to be rehired, because the position is interim; Clay Tallmadge stated that question 6 would provide that opportunity.

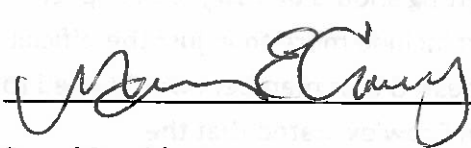
**A motion was made by Clay Tallmadge and seconded by Lenetta Shull to accept the interview schedule, knowing that it may need to be adjusted.**

**Votes: Crowley - aye; McClellan - aye; Phelps - aye; Shull - aye; Tallmadge - aye.**

**Motion Passed.**

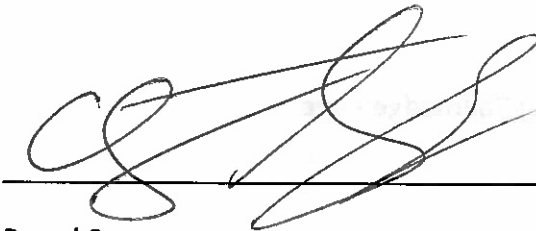
#### **IV. ADJOURNMENT**

**Meeting was adjourned by Maegan Crowley at 6:38pm.**

 8/31/21

Board President

Date

 8-31-21

Board Secretary

Date