

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

Friday, July 9, 2021 at 6:00 p.m.

- I. CALL TO ORDER** – The Dolores School Board meeting was called to order at 6:00 pm on July 9, 2021.

ROLL CALL – Members present were: Maegan Crowley; Casey McClellan; Kay Phelps; Lenetta Shull; Clay Tallmadge. **QUORUM** was present. Also in attendance: High School Principal Justin Schmitt; members of the community via Zoom.

II. APPROVAL OF AGENDA (DSD Policy BEDB)

A motion was made by Maegan Crowley and seconded by Clay Tallmadge to approve the agenda with the addition of Act on Revised Timeline for Hiring Interim Superintendent as Item III and shifting the remainder of the agenda items down in number.

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

Motion passed.

III. ACT ON REVISED TIMELINE FOR HIRING INTERIM SUPERINTENDENT

A motion was made by Maegan Crowley to ratify the following changes made to the timeline previously created during the Regular Board Meeting on 6/10/21:

1) 7/2/21-7/5/21: confidential packets including all applicant materials available for Board to pick up. Board members will sign a confidentiality affidavit if they want to take application materials home. Board members review applications and other materials independently to be prepared for the Board meeting on 7/9/21. Board members will be responsible to safeguard all materials removed from the District Office, and to return all at the next meeting.

2) 7/6/21 at 9am: Community Participation Committee meets as a group in the boardroom of the District Office to determine the top three finalists. Committee determines a chair spokesperson to deliver their advisory recommendation to the Board in writing during the special meeting on 7/9/21 at 6pm.

3) **7/9/21 Special Meeting:** Board receives committee advisory recommendation. In Executive Session Pursuant to C.R.S. 24-6-402(f)(g), Board reviews all applications and submittal materials for review. In open session, the Board selects five finalists, announces finalists and posts immediately after.

4) **7/12/21-7/22/21 Special meeting, date/time TBD:** Board interviews finalists in open session. Exact date and time of this meeting will be determined with consideration to coordinating the finalists' availability.

5) **7/23/21 Special Meeting:** final selection of interim superintendent. The Board may enter executive session during a portion of this meeting to discuss compensation and other matters that come up under negotiations, as authorized by C.R.S. 24-6-402(4)(e).

6) **7/23/21:** Contract offered to the finalist for the 2021-2022 school year.

Discussion:

These changes were made at the suggestion of legal counsel. Interviews will be conducted via Zoom. This schedule allows the Board to meet the requirement of notifying the public 14 days before selecting a finalist.

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

Motion Passed.

IV. COMMUNITY PARTICIPATION COMMITTEE REPRESENTATIVE PRESENTS ADVISORY RECOMMENDATION TO THE BOARD

Amanda Hill, representative of the community participation committee, presented the committee's recommendations for top 3 finalists to the Board in a sealed envelope. She shared that in addition to the job description, the criteria the committee used were the following:

- continuity- looking for someone who would come in and not make a lot of change
- educational experience in more than one area of education, as well as administrative experience
- well-rounded in financial, educational, and operations experience
- local
- quality of written communication

The committee consisted of ten people-

- 2 admin
- 2 HS
- 2 elementary
- 3 preschool
- 1 community member not employed by the school

V. EXECUTIVE SESSION PURSUANT TO C.R.S. 24-6-402(f)(g) - BOARD REVIEWS ALL APPLICATIONS AND SUBMITTAL MATERIALS FOR REVIEW

The Board received 11 applications.

A motion was made by Lenetta Shull and seconded by Casey McClellan to enter into Executive Session for the purpose of discussion regarding Personnel Matters as authorized by C.R.S. 24-6-402(f)(g). Those present at the Executive Session shall be members of the Board of Education.

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

Motion Passed.

The Board entered Executive Session at 6:32pm.

The Board came out of Executive Session at 8:25pm.

VI. SELECT FINALISTS FOR INTERIM SUPERINTENDENT

A motion was made by Lenetta Shull and seconded by Casey McClellan to designate the following candidates as finalists for the position of interim superintendent, read in alphabetical order by last name: Javier Abrego; James Blinco; Todd Gilmore; Alesa Reed; Robert Standard.

Discussion:

Board members expressed that the district was fortunate to have a lot of great applicants, which made the decision difficult. They thanked all applicants for taking an interest in the district.

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

Motion Passed.

The finalists will be posted on the District Office door tonight, and will be posted online as soon as possible.

VII. INTERVIEW PROCESS FOR INTERIM SUPERINTENDENT CANDIDATES

Interviews will be held as soon as possible. The finalists will be contacted as soon as possible; the district secretary will help to schedule interviews, hopefully next week. Board members discussed limiting interview blocks to two sessions, preferably in the morning or late afternoon.

Board members will use the rubric that has been sent out; they discussed how many questions should be asked. They discussed using four categories, based on policy CBC:

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

Casey McClellan suggested taking ten questions out of the provided list of twenty questions, ensuring that there are two questions for each of the above categories. Lenetta Shull suggested a fifth category of leadership. Kay Phelps suggested that the Board select five questions based on those five categories and the rubric, and that each Board member individually choose one additional question from the provided list. They will each be responsible for addressing one category in their questions:

Maegan Crowley - leadership

Lenetta Shull - budget and school finance

Casey McClellan - personnel management and public relations

Kay Phelps - curriculum development and student assessment

Clay Tallmadge - school law and legal issues

Board members will send their chosen questions to Maegan Crowley by Monday morning, so that they can be posted for 24 hours before interviews begin.

The Board discussed setting the length of each interview at 30-45min, with time for a debrief between each session. Each candidate will need to answer all questions- consideration of this should be built into question selection and into the interview process itself (letting candidates know ahead of time, monitoring time during interview, etc.).

VIII. ADJOURNMENT

Meeting was adjourned by Maegan Crowley at 8:46pm.

Margaret Crowley 8/31/21

Board President

Date

[Signature] 8-31-21

Board Secretary

Date

