

The Grinnell-Newburg Board of Education met in a Work Session on December 14, 2015, at 6:00 p.m. at the Grinnell-Newburg Community High School in the Board Room, 1333 Sunset Street, Grinnell, Iowa 50112.

Members Present: Barbara Brown, Meg Jones Bair, Jeff Knobloch, Jonathan Nance, Helen Redmond, Dustin Smith, and Jeff Smith.

Members Absent: None.

Also in attendance at the table: Board Treasurer/Secretary Lisa Johnson.

Administrators Present: None.

1. Call to Order and Roll Call

President Brown called the work session to order at 6:00 p.m. Board Secretary Johnson called the roll. Seven members were in attendance.

2. Board Discussion

A. Superintendent search: Information preparation and planning

Linda Brock and Ned Sellers from Ray & Associates presented the timeline discussed at the previous board meeting. The District will get this timeline onto the website.

Motion by Knobloch, seconded by Nance to approve the timeline. Motion carried 7-0.

The community input survey will be created and made available online, but hardcopies will also be available to be submitted to the district office. The District will be in communication with the public via Blackboard, Facebook, Twitter. Students will also be asked to fill out the survey.

The community groups to meet with on January 6th (afternoon/evening) and 7th (all day) - what rooms are available?

include:

- PTO/SIAC/Boosters/Parents/Bond Committee - 7th at 6:30 in Media Center
- Administrators - during the day

- Teachers/Paras - afterschool or before school
- Support Staff - after lunch
- HS/MS Student Councils - during the day
- Community Leaders: Chamber/College President/City Manager/CEOs - lunchtime/phone
- Community Forum - 6th at 6:30 at Drake Library?

Barbara asked if finalist interviews will be open to the public. J. Smith asked that students and staff (administrators and teachers) participate in the finalist interviews.

Redmond asked about how other districts get community input. Brock stated all districts do things differently. Some districts have a public forum where community members can ask direct questions.

Knobloch asked if the board could ask for 2-3 volunteers from each of the groups to participate in the final interviews. Brock stated that would work and each group would have an hour (45 minutes for questions and 15 minutes fill out the evaluation form). Typically they do back to back interviews with both candidates on the same day. This requires one 2-hour block versus two 1-hour blocks. There would also be a community interview in the evening, where the community could ask questions.

Final Interviews would be March 14th (preferred) or 16th.

Jones Bair asked about how the community input would be considered. Brock stated the evaluation forms each person fill out will be available to the board to review. Jones Bair is concerned about the board taking the time to review the community input if people are willing to donate their time to help with the process.

Knobloch asked how often the best candidate just pops out. Sellars stated very rarely do they all agree. Most often both candidates are adequate and the board makes a final decision based on the individual input.

Brock stated the flyer will have one side dedicated to the community and the other will be details on the position. Redmond will help lead the flyer. A draft is needed by January 11th for approval on the 13th.

Brock stated the Education Week Newspaper and Website is the mostly highly recommended. The board agreed to use all the free locations. Redmond stated she was doing some online searches and the Education Week was the first hit that came up almost every time. The board agreed to go with the best deal based on timing under the \$3,590 listed as the estimate. The district will post on Teach Iowa.

Brock asked about specific qualifications the board desires. She noted candidates must have a superintendent license. The board did not have any other specific necessary qualifications.

Brock stated the next item of business is salary. Brown stated it needs to be higher than the current amount. She was thinking in the \$180,000 range, knowing they will need still make difficult decisions regarding the budget. Redmond agreed that is close to what she was thinking. Knobloch stated the \$180,000 puts this at about the 90th percentile, which he believes is important.

District's To Dos:

- Flyer
- Names for community groups

3. Adjournment

Motion by D. Smith, seconded by Nance to adjourn the meeting. Motion carried 7-0.
Meeting adjourned at 7:25 p.m.

Board Calendar:

SIAC Work Session	5:00 p.m., December 16, 2015
Finance Committee Work Session	6:30 p.m., December 16, 2015