

MINUTES –SPECIAL SCHOOL BOARD MEETING – DECEMBER 8, 2008, AT 5:30 P.M. IN THE BOARDROOM

1. CALL TO ORDER

The Los Alamos School Board held a Special Board Meeting on December 8, 2008, at 5:30 P.M. in the boardroom. Mr. Girrens called the meeting to order at 5:30 P.M.

2. ROLL CALL

Present: Steve Girrens, President
Joan Ahlers, Vice President
Kenneth Johnson, Secretary
Jody Benson, Board Member
Alison Beckman, Board Member
Mary McLeod, Interim Superintendent
Kate Thomas, Assistant Superintendent
John Wolfe, Director of Business Services
Cathy McAnally, Recording Secretary

3. SUPERINTENDENT SEARCH

Mr. Lee Pasquarella of Cascade Consulting Firm discussed the search process for a new Superintendent by his firm. He told the Board that he had reviewed the documents created during last year's search and would like to develop a new brochure, after he spends two days in the community meeting with School Board members, administrators, teachers and district employees. The Board indicated that applications or resumes should be mailed directly to Mr. Pasquarella and that applicants would not be made public until later in the selection process. Mr. Pasquarella will evaluate the applicants and recommend the top candidates to the Board for further consideration. Information on all candidates will be available for Board review, if the Board requests that information. Mr. Pasquarella will visit the top candidates, followed by interviews of the top candidates by the Board.

The Board discussed community input and whether they would use the input from last year's screening committee or plan another process for community input after the top candidates are identified. The group discussed planning community presentations by the top candidates with community feedback to assist in building support for the final selection for the Superintendent position.

Mr. Pasquarella will begin advertising the position in early January in trade journals, as well as, contacting a targeted list of candidates. He will present a possible timeline to the Board at tomorrow night's meeting. He suggested that the job posting not include a salary and that the posting be left open until filled. The ad will include some specifics but will be open enough to encourage candidates to apply.

The Board discussed the possible change in Board members due to the upcoming elections, which will occur during this process. Mr. Pasquarella told the Board that this type of change in the Board was common due to the timing of the search process.

During his interviews over the next couple of days, Mr. Pasquarella will identify the skills and qualifications that the Board will be looking for in a Superintendent, as well as, identifying the issues the district will face in the next 12 to 18 months. The identification of these things will assist the search firm in matching candidates with the district's needs.

The group also discussed other media options for advertising the Superintendent's position including videos such as podcasts.

Finally, the Board discussed a possible adjustment to Cascade's charges based on the amount of work required to develop new marketing tools.

4. ADJOURNMENT

Mr. Girrens adjourned the meeting at 6:44 P.M.

Draft Prepared and Respectfully Submitted
on Tuesday, December 9, 2008

Cathy McAnally, Recording Secretary

Approved:

Attested:

President

Secretary