

Board Work Session Minutes - September 28, 2019

Call to order 8:05am

A. Review District Administrator Survey Results & B. Review comments from Community Conversation - The board discussed the following topics regarding this subject.

Experience is important but not a deal breaker. Do want that district level is important. Classroom experience is important as well. One table wants a district administrator that has held the job. Need to wear a lot of hats.

One table felt that passing a referendum was a top skill wanted because of the science wing/parking lot improvement discussions. Other tables and survey want curriculum development, human resource management, and school finance skills.

Interpersonal skills (ability to relate to staff and students, talk to large groups, approachable, etc.) are the key skills. Want someone to be involved in the community, to help with community relations and retention of staff and students. Don't need to live in the district be should be close enough to stay involved. Needs to "bring the fun".

The three traits were not surprising: integrity, trust, enthusiastic, open-mindedness, calmness, etc .

The most important factor should be based on the board's vision was one comment, kid/staff focused, someone that will learn our district culture and fit into it instead of trying to redefine the culture.

Other ideas: Need to have long term vision. Need input from all sectors of community. Help implement a new compensation plan for staff, since we haven't put anything in place in the last few years. We have overachievers and the new DA needs to keep staff from burning themselves out.

C. Review District Administrator Job Description - The following changes and additions were suggested for the policy regarding the job description of the District Administrator.

1. Board governance. Do we need to add a responsibility or does the first responsibility cover that if we add a policy of board governance.

24. Do we need to include the 5 year strategic plan.

9. Does this mean that the DA does these tasks or just oversees them? Same for some other responsibilities. (26)

4. Should include evaluation of Board employees.

6.add the following ...preparation of the budget, **which will include a district employee compensation plan**, make recommendations...

All of these changes should be reviewed by the district's legal counsel.

Does a candidate need to have a WI license before applying? Do they need it by the hiring date? Can they apply for one and get it after they started the job?

D. Discuss next steps in District Administrator Hiring Process - The following was a starter discussion for the interview process.

Board reviews the first pool of candidates and selects 6 -10 candidates, much the same as when we hired the elementary principal.

We need to decide if we have one interview team or if we have all the candidates do a round robin of interviews with smaller groups (school board, faculty/staff, parents, community/business, students/alumni).

Possible members for the initial interview team.

Parent - alumni possible. Mary Sorenson (HS/MS), Jen from Prairie View (MS/ES), Angie Christmasennie (sp?) (MS), Michael Anagnos (ES), Jason Fry (HS/ES), Maxime Welsh (MS/ES), Michaels & Matt Robbins (HS/MS/ES), Bob Peyer (HS/MS)

Community - Mike Butler (Elkhorn Chemical), Lisa Trajkovic/Robin, Bob Morava, Rina Monroe, Dean & Kathy Bombeck, Maggie Gage, Harold Friestad, Lou Hobbs, John Gee, Marcia Enquist, Bill Duncan, Don Parker, George Vlach, Emily Sanders, Dave Rowland, Kendra (rec dept)

Teachers - (Elementary) Maggie Bailey, Laura Breen, Kay Connely, Jeff Kuespert, Brooke Lyle, Sarah Stephens, Dana Syring, Linda Lubarda, Judy Hopkins or Jill Hopkins
(Middle/High) Sara Terrill, Kelsey Sphychala, Mary Kavanaugh, Deb Soplana, Kelly Quinn, Shane Cullian, Ann Majercik, Nathan Weirick, Darla Thiel, Denise Durkin
(Crossover) Gail Bixler, Kristen Pye, Kassie McOmbler, Ben Prather

Students - Seniors, talk to Wayne

Board - Jack & Diane, maybe Karolyn

Adjourned 11:05