Omak School District #19
SCHOOL BOARD MEETING
Tuesday, March 26, 2013 at 4:30 p.m.
Special School Board Meeting
619 West Bartlett Ave.
Omak Washington 98841

Work Session Minutes

CALL TO ORDER
Chairman Wendell George called the meeting to order at 4:40 p.m.

Roll call
Board Members:
Wendell V George, Chairman
Kathleen Brown
Yvette Hill
Pete Sirois
Marjorie Thompson

Tom Pickett, Interim Superintendent
Randi DeHaan, Recording Secretary

Pledge of Allegiance
The meeting opened with Chairman George leading the Pledge of Allegiance.

Chairman George then turned over the meeting to Northwest Leadership Associates, Superintendent Search Consultant, Lloyd Olson, who in turn introduced his colleague Dr. Gene Sharratt.

Lloyd Olson and Dr. Gene Sharratt reviewed the following items with the Board.

1. Candidate recruitment progress – Position closes April 8, 2013
   A handout was given Board Members of the Superintendent Opening Announcement Brochure along with the search time line.

2. Screening report – April 16 district board room
   a. Executive session
   b. Objective: Select 6 candidates for preliminary interviews
      Scheduling of interviews Gene/Lloyd
      Notification to unsuccessful: Gene/Lloyd

3. Advisory Committee
   a. Composition of the group (20-24 participants)
   b. Role of the Committee (second set of eyes and ears for the board)
   c. Advisory Committee review session on April 22 at 4 p.m. just prior to the first interview at 4:30 p.m.
      It was noted that the committee should be finalized by April 20th. A handout was

given the Board showing the composition/schedule of the advisory committee. A sample letter was also provided to be used to contact potential committee members

4. Preliminary interviews – April 22 and 24

a. Review interview schedule for Preliminary Interviews
b. Advisory Committee to observe interview and provide feedback to board
c. Interview questions, 12-15, one hour interviews, questions related to leadership challenges and leadership qualifications as outlined in the announcement brochure.
    - Handouts were given to the Board with the Preliminary Interview Schedules. Other handouts given were Comment Form for School Board Consideration; Preliminary Interview Questions; Advisory Panel Rating Form
    - Following each of the candidate interviews, the advisory committee rating forms will be collected and photocopied for each of the board members to review that evening.

5. Board session to select finalists following final interview on April 24
    a. Scheduling of final interviews to be done by Gene/Lloyd
    b. Notification of unsuccessful to be done by Gene/Lloyd

6. Final interviews – April 29, May 1 and May 3
    - Daily schedule – board has 90 minute interview in executive session (evening)
    - Board interview process – board member(s) welcoming each day – begins 9 a.m.
    - Handouts were given to the Board of a Finalist Interview Schedule (draft)

7. Board discussion to evaluate candidates – May 3 following final interview

8. Visit to candidate's home district and contract negotiations – May 4-10

9. Board meeting to appoint superintendent – May 28 or earlier

10. Community and district announcements re: superintendent appointment
    - Announcements by: Board Chair
    - Date/time: May 28 and after to staff, community, stakeholders
    - Superintendent begins July 1, 2013

Lloyd Olson shared with the Board how well the above process works.

Dr. Gene Sharratt told the Board that so far, 17 candidates are interested in the position, and he is confident that there are a lot of great candidates applying.

As a last note, Gene shared that this would be his last superintendent search, as he was just appointed by the Governor to lead what was formerly known as the HEC Board. He will be the new Executive Director of the Washington Student Achievement Council. He

wanted to share this information with everyone before it was announced the next day. After a round of applause and many congratulations the meeting adjourned at 5:13 p.m.

ATTEST:

Board Secretary	Board Chairman