

Special Meeting for the Purpose of Superintendent Interviews

Tuesday, November 3, 2020 6:15 PM

1. Call the Meeting to Order

2. Roll Call

Attendance Taken at 6:17 PM. **Absent:** Barb Overleese, **Present:** Mike Bartels, Raquel Felzien, James Haussermann, Scott Herrick, Windy Ingram. Present: 5, Absent: 1.

3. Verification of Open Meetings Act Notice

4. Verification of Publication of Meeting Notice

5. Consider and Approve the Current Board Meeting Agenda

Motion to approve the current month's board meeting agenda as presented passed with a motion by Raquel Felzien and a second by Windy Ingram.

Barb Overleese: Absent, Mike Bartels: Yea, Raquel Felzien: Yea, James Haussermann: Yea, Scott Herrick: Yea, Windy Ingram: Yea

6. Action Items

"The Board may need to take action to enter Executive Session to prevent possible needless injury to the reputation of the applicants, for contract negotiations, and other reasons allowed by law."

Board review of candidate background checks

7. Pre-interview Items

- a. Review interview schedule **(Handout)**.
- b. Review of interview question packets and selection rubric. **(Handout)**.
- c. Interview procedures (room arrangement, questioning procedures, hosting memo).
- d. Faculty/Staff Committee, Community Committee, and Principals reporting procedures. (Beginning approximately 3:15 p.m. representatives will report to the Board in this order: Community, Faculty/Staff, Principal/Bookkeeper).

- e. Reminder of NRCSA transition meeting after new Superintendent is selected. Part of basic fee.
- f. NRCSA Evaluation form to Board President w/envelope. Return to Jack Moles.
- g. At end of interviews, keep one full set of candidates' application materials for district records. Return rest to secretary for shredding. NRCSA will send electronic file for new Superintendent personnel file.

8. Conduct interviews

9. Adjourn