

Special Meeting for the Purpose of Superintendent Search

Wednesday, February 25, 2015 1:00 PM

1. Call the meeting to order

2. Roll Call

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 board meeting agenda as presented passed with a motion by Scott Herrick and a second by Les Sidlo.

Kim Molzahn: Absent, Raquel Felzien: Yea, James Haussermann: Yea, Scott Herrick: Yea, Les Sidlo: Yea, John Siel: Yea

6. Discussion Items

Motion to go into executive session at 1:08 PM for the purpose of reviewing application materials and selecting finalists for the superintendent interviews to protect needless injury to the reputation of the candidates being discussed. President Siel repeated the motion to enter executive session and the purpose for entering executive session prior to entering executive session passed with a motion by James Haussermann and a second by Scott Herrick.

Kim Molzahn: Absent, Raquel Felzien: Yea, James Haussermann: Yea, Scott Herrick: Yea, Les Sidlo: Yea, John Siel: Yea

6.1. Franklin Superintendent Profile Document

6.2. Franklin Superintendent Interview Schedule

6.3. Franklin Board of Education Superintendent Search Meeting Agenda for February 25th

6.4. Franklin Student, Staff, & Community Search Committee Agenda for February 25th

7. Action Items

7.1. Consider and take any necessary action related to the superintendent search, including but not limited to the selection of finalists for the position of superintendent. (Executive Session)

8. Adjournment

Motion to adjourn at the meeting at 5:08 PM passed with a motion by Les Sidlo and a second by Scott Herrick.

Kim Molzahn: Absent, Raquel Felzien: Yea, James Haussermann: Yea, Scott Herrick: Yea, Les Sidlo: Yea, John Siel: Yea

Internal Board Policies - Methods of OperationPublic Participation at Board MeetingsA. Attend

Members of the public shall be permitted to attend and to speak at board meetings. They will not be required to identify themselves as a condition for admission to the meeting.

The Board may allow advisors, consultants, and other persons who are not Board members to appear at the meeting via telephone or other similar means.

The chair has the authority to assure that people conduct themselves in an orderly manner at the meeting. Undue interruption or other interference with the orderly conduct of business will not be allowed. The chair may order persons who are disorderly to be removed from the meeting.

Legal Reference:	§§ 79-570; 79-571; § 84-1411 (3) and (6); § 84-1412 (1) and (3)
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B. Hear

The board will, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

Legal Reference:	§ 84-1412 (7)
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C. Record

Members of the public may use recording devices (tape recorder, video camera, etc.) to record any part of a meeting of a public body, except for closed sessions. No recording, other than note taking, shall be done without informing the President in advance. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

Legal Reference:	§ 84-1412 (1)
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D. Access to Written Materials

At least one copy of all reproducible written material to be discussed at an open meeting will be made available at the meeting for examination and copying by members of the public.

Legal Reference:	§ 84-1412 (8)
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E. Speak

Members of the public will be permitted to speak at Board meetings at which a public forum is on the Agenda. Members of the public may also speak when invited to make a presentation or when recognized by the chair. The Board is not required to allow members of the public to speak at each meeting. However, the Board will not forbid public participation at all meetings.

Members of the public will not be required to have their name be placed on the agenda prior to the meeting in order to speak about items on the agenda.

Members of the public who desire to address the Board will be required to identify themselves.

The President or chair for the meeting shall have the authority to establish reasonable time limits for individual speakers and for the duration of public forum sessions.

Speakers will be permitted to address the Board consistent with free speech rights. However, offensive language, defamatory remarks, and hostile conduct will not be tolerated. Further, charges or complaints against a school employee shall not be made for the first time at a public Board meeting without having followed the school's complaint procedure.

Legal Reference:	§ 84-1412 (1) (2) and (3)
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NEBRASKA RURAL COMMUNITY SCHOOLS ASSOCIATION

February 11, 2015

FRANKLIN SUPERINTENDENT SEARCH PROFILE

BOARD RESPONSES:

(1) Strengths and positive qualities of the Franklin Public School District:

- ✓ Stable financial conditions with a good cash reserve
- ✓ Good Facilities
- ✓ Strong and diverse academic offerings
- ✓ Quality staff
- ✓ Financially stable; strong cash reserve
- ✓ 1 to 1 laptop initiative in grades 9-12; good technology infrastructure.
- ✓ Community support
- ✓ Effective principals
- ✓ Numerous extracurricular opportunities
- ✓ Committed to education of the whole child

(2) Critical issues facing the Franklin Public School District in the next three to five years:

- ✓ Decreasing State Aid along with increasing assessed valuation and tax levies
- ✓ Replacing experienced staff members that will soon retire
- ✓ Declining enrollment
- ✓ Facility maintenance (replacement of track and facility roofing)
- ✓ Encouraging students to participate in extracurricular activities and building school/community pride
- ✓ Potential state-mandated consolidation

(3) Important qualities, characteristics, and skills the superintendent of Franklin Public Schools must possess:

- ✓ Effective business sense and management of school and personal finances
- ✓ A team leader and motivator, using clear and open communications with staff and patrons
- ✓ An experienced educator that is able to meet the needs of each child's social, emotional, physical and learning requirements.
- ✓ Knowledgeable of facility needs and planning; mechanical skills.
- ✓ Significant teaching experience
- ✓ Family-oriented
- ✓ Good with people; visible and approachable.

FACULTY/STAFF COMMITTEE RESPONSES:

(1) Strengths and positive qualities of the Franklin Public School District:

- ✓ Great teachers
- ✓ Offer a lot of technology; 1:1 initiative in Gr. 9-12; I-pads in elementary;
- ✓ Staff is willing to try new technology
- ✓ Offer advanced classes –college credit in Physics, English, Calculus, articulation program with CCC (Hastings)
- ✓ APL training; Marzano training
- ✓ Good students, but also some high needs students.
- ✓ Opportunity for students including FFA, FCCLA, extra-curricular programs.
- ✓ Two-parent, traditional families; lots of support
- ✓ Focus on whole child
- ✓ Faculty open to those new to the district
- ✓ Mentor program for new teachers
- ✓ Strong cash reserve
- ✓ High percentage of students going on to college and vocational school. About 50-50 between college and vocational.
- ✓ Positive discipline support model (ACE). Procedures in place to support positive behavior.
- ✓ Great community support. Playground built by donation.
- ✓ Head Start pre-school and paid attendance.

(2) What critical issues will your district face in the next three to five years?

Most important:

- (1) Loss of state aid.
- (2) Increase in special needs students will impact test scores, curriculum, etc. May not have funds to support necessary programs.
- (3) Turnover of staff as experienced teachers retire;
- (4) Poverty rate – affects ability to pay property tax and need for programs.

Other:

- ✓ Attracting and keeping young staff; lack of housing.
- ✓ Enrollment stability – lots of variability by class.
- ✓ Valuation and ability to pay property taxes.
- ✓ Increasing number of foster students.

FACULTY/STAFF RESPONSES (Continued)

(3) List the most important qualities, characteristics, or skills you believe your next superintendent should possess.

Most important:

(1) Someone who can handle money. Knowledge of health care act, budgeting, etc. Needs a good knowledge base. Good head for numbers.

(2) A leader who will make the staff cohesive; create team atmosphere.

(3) Understanding of the area, rural character of district; visibility.

(4) Outgoing; wants to be involved with kids and community.

Other:

- ✓ Need to know who to contact for help; where to find resources.
- ✓ Facilities expertise; mechanical skills; able to handle bus routes over a large area.
- ✓ Supportive of staff.
- ✓ Willing to listen.
- ✓ Open door policy.
- ✓ Flexible.
- ✓ Strong leader; not wishy-washy; consistent.
- ✓ Teaching experience.

COMMUNITY/STUDENT COMMITTEE RESPONSES:

(1) Strengths and positive qualities of the Franklin Public School District:

- ✓ Great teachers.
- ✓ Good facilities.
- ✓ Good kids – good manners.
- ✓ Good support staff.
- ✓ Good community support. City Council support of student activities. Police positively involved with school.
- ✓ Good recreational opportunities; close to Kearney, Lincoln, etc.
- ✓ Positive reinforcement for good behavior. Good policies in place for discipline.
- ✓ Graduates do well – have become doctors, etc.
- ✓ Excellent elementary teachers; small class sizes.
- ✓ College credit courses in high school.
- ✓ Golf course, theater, hospital, housing
- ✓ Good businesses
- ✓ Good people in the community; strong work ethic
- ✓ Two very good Principals
- ✓ Good churches – five in community; churches work well together.
- ✓ Not a lot of major improvement projects on horizon; have a second gym. Not a lot of surprises.

COMMUNITY/STUDENT COMMITTEE (Continued)

- ✓ Good math and science programs for high school students.
- ✓ Strong vocational education programs – FFA, etc.
- ✓ Two foreign language classes – Spanish and French.

(2) What critical issues will your district face in the next three to five years?

Most important (no particular order):

- State aid; facing a large cut. Current finances strong, but loss of funds will lead to tough choices.
- Facilities maintenance (roofing); no major projects.
- Attracting quality teachers as experienced teachers retire.
- Keeping enrollment stable; receive some option enrollment students; some nearby districts may be consolidating in next few years.
- Assessments and new requirements of teaching.

(3) List the most important qualities, characteristics, or skills you believe your next superintendent should possess.

Most important:

- (1) Very good budgeting/financial skills.
- (2) Good leader – self-confident. Not afraid of challenges.
- (3) Communicator. Everyone needs to know where his or her place is.
- (4) Visionary; problem-solving skills.
- (5) Someone who is visible and active in the community.

Other:

- ✓ Supportive of the community – part of community organizations.
- ✓ Well educated – have had Superintendents with a doctorate.
- ✓ Experience.
- ✓ Some who is “black and white”; you know where they stand.



NEBRASKA RURAL COMMUNITY SCHOOLS ASSOCIATION

FRANKLIN INTERVIEW SCHEDULE: MAR. 3-4, 2015

<u>TIME</u>	<u>CANDIDATE A</u>	<u>CANDIDATE B</u>
4:00-5:00	School/Community Tour	Faculty/Staff Interview
5:00-5:15	Transition	Transition
5:15-6:15	Faculty/Staff Interview	School/Community Tour
6:15-6:45	Break/Snacks (Home Room)	Break/Snacks (Home Room)
6:45-7:45	Community Interview	Board Interview
7:45-8:00	Transition	Transition
8:00-9:00	Board Interview	Community Interview
9:00	Committees report to Board/Board deliberation	



NEBRASKA RURAL COMMUNITY SCHOOLS ASSOCIATION

FEB. 25, 2015

FRANKLIN BOARD MEETING

1:00 p.m., Wednesday, Feb. 25

- A. Enter Executive Session. (Language: “Consideration and any necessary action related to the Superintendent search, including but not limited to the selection of finalists for the position of Superintendent. The Board may need to take action to enter Executive Session to review the job performance of applications to prevent needles injury to the reputation of the applicants, for contract bargaining strategies, and other reasons allowed by law.”)
- B. Finalist Selection.
- (1) Board review of applicant packets.
 - (2) Consultant recommendations. **(Handout)**
 - (3) Determination of finalists to interview.
 - (4) Post-interview selection procedures. (Selection rubric, negotiation with candidates, contacting candidates.) **(Handout)**
 - (5) Other items.
- C. Enter Public Session.
- D. Interview Process.
- (1) Proposed interview schedule for Mar. 3-4. **(Handout)**
 - (2) Sample interview questions; select questions. **(Handout)**
 - (3) Interview procedures: Who will ask questions, etc.
 - (4) Interview tips/Inappropriate questions **(Handout)**
 - (5) Role of consultants in interview process.
 - (6) Committee reporting procedures. Follow up from 4:00 Faculty/Staff meeting and 5:00 Community/Student Meeting.
 - (7) Hosting duties. **(Handout)**
- E. Next meeting: Approximately 6:15 p.m., Tuesday, Mar. 3. Interviews begin at 6:45 p.m.



NEBRASKA RURAL COMMUNITY SCHOOLS ASSOCIATION

FEB. 25, 2015

FRANKLIN FACULTY-STAFF COMMITTEE/COMMUNITY –STUDENT COMMITTEE AGENDA

4:00—Faculty/Staff Committee

5:00—Community/Student Committee

- A. Discuss finalist packets to be distributed after Board meeting. Stress confidentiality.
- B. Interview schedules for Tuesday/Wednesday, Mar. 3-4. **(Handout)**
- C. Review sample interview questions. **(Handout)**
- D. Interview procedure/techniques.
 - (1) How will candidates/committee be seated?
 - (2) Make provision for candidate's spouse.
 - (3) Who will ask questions? How will questions be assigned?
 - (4) Interview Tips/Inappropriate questions. **(Handout)**
- E. Reporting to the Board.
 - (1) Representatives of both committees report to Board at the end of the day, approximately 9:00 p.m., once the committees have finished their discussion of the candidates. Two to four representatives should be sufficient for each committee.
 - (2) Stress that committees are NOT to rank order candidates or “pick a winner”. Rather, committees are asked to provide their analysis of the strengths, weaknesses, and leadership qualities of each candidate in order to help the Board make its decision.
- F. Next meeting: Faculty-Staff/Community Committees: About **6:30 p.m.**
Tuesday, Mar. 3. Interviews begin at 6:45 p.m..