

## VAN BUREN SCHOOL DISTRICT NO. 42, BOARD OF DIRECTORS

### Minutes of Special Board Meeting

Date: January 6, 2015

Place: District Office

Jeff Lambert called the meeting to order at 5:35 p.m.  
Director Lambert welcomed all that were in attendance.

### Special Meeting Called to Order

The following members were present:

### Roll Call

Jeff Lambert, President  
Christy Mayo, Vice President  
Candice Settle-Beshears, Secretary  
Kevin Bell  
Theresa Bell  
Jamie Hammond  
Carman Young

### Members Present

The following administrators were present:

Dr. Harry Tommey, Ed.D., Assistant Superintendent  
Brian Summerhill, Ed.S., Assistant Superintendent

### Administrators Present

Board President Lambert read a statement assuring the community that the board felt utilizing the search firm was the right thing to do, they had signed the contract and would be moving forward. He also wanted the community to know that the board had decided to cancel an annual training to Nashville in order to secure funds to pay for a major part of the cost of the search firm.

### Reports and Recognitions

The board began a work session with the representatives from McPherson & Jacobson. The tasks were as follows:

### Board Work Session

1. Appoint a District Contact – Shari Ross, Administrative Assistant to the Superintendent, was appointed.
2. Selection of Criteria – At the direction of Dr. Keith Williams, the board selected twenty-nine (29) criteria for a new superintendent. They then combined and prioritized these until they had narrowed them to the

top five (5) criteria they were looking for in a superintendent. Dr. Williams said that these criteria will be written into a statement and sent to the board on Wednesday, January 07, 2015.

3. Set a Calendar – A calendar was handed out to all board members. The only date selection that needs to be set at this time is a date for Stakeholder Group Meetings. The choices are January 26, 29, or February 2. The stakeholders will meet during the day without a board member present and a community meeting will be held at 6:00 p.m. with a board member doing introductions only. January 26 was chosen because it was the earliest date. Director Mayo will do introductions at the community meeting.
4. Establish Advertisement Venue – Dr. Williams explained that ASBA, AAEA, Facebook, Twitter, McPherson & Jacobson will all be advertisement venues utilized and covered by the base fee. He offered other venues at an extra expense. The board chose to go with the advertisement venues covered by the base fee.
5. Set Focus Groups – Dr. Williams discussed how the four (4) focus groups would be divided.
  - a. Administrators
  - b. Classified Staff
  - c. Students
  - d. Teachers

Dr. Williams also had the board fill in names and addresses of at least five community members to send invitations to for the January 26<sup>th</sup> community meeting.

Dr. Williams handed out a salary information sheet showing salaries of districts with enrollments just larger and just smaller than the Van Buren School District. He asked that the board go over this information so that, at a later time, they could make a decision as to what salary they are prepared to offer the new superintendent.

## **District Operations –**

- D.1.** Director Young made a motion with a second by Director T. Bell to approve the completed work session tasks. The motion carried 7-0.

## Adjournment -

Director Hammond made a motion with a second by Director Settle-Beshears to adjourn at 6:55 p.m. The motion carried 7-0.

Approved by:

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Jeff Lambert, President of the Board

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Kerry Schneider, Ex-Officio Secretary

Reported by Shari L. Ross, Administrative Assistant to Superintendent/School Board