

SHERMAN COUNTY SCHOOL DISTRICT

SPECIAL BOARD MEETING MINUTES

April 1, 2014

The Board of Directors of Sherman County School District met in the Sherman County Public/School Library Meeting Room in Moro, Oregon on April 1, 2014. The following were present: Chair, Bill Martin; Vice Chair, Angie Thompson; Directors: Liz Mills, Kyle Blagg, Jim Macnab; Interim Superintendent, Ivan Ritchie; Business Manager, Kim McKinney; Confidential Secretary, Jeanie Pehlke; Administrator: Bill Blevins

SUMMARY OF ACTIONS TAKEN

Motion by Vice Chair, Angie Thompson with second from Director, Kyle Blagg to direct Jeanie Pehlke to re-post the superintendent position and direct Ivan Ritchie to contact Search Consultants to determine the extent of their recruiting services and fees. **Action:** The motion carried unanimously.

Motion by Director, Kyle Blagg with second from Director, Elizabeth Mills to form a sub-committee consisting of Bill Martin and Angie Thompson with the authority to authorize Ivan Ritchie to contract with a search consulting service company. **Action:** The motion carried unanimously.

CALL TO ORDER

Chair, Bill Martin opened the meeting with the Pledge of Allegiance to the American Flag at 5:30 p.m.

EXECUTIVE SESSION

At 5:31 p.m. Chair Martin excused Bill Blevins, Kim McKinney and Jeanie Pehlke stating the Sherman County School District Board of Directors will now meet in executive session. He noted the executive session is held pursuant to ORS 192.660 (2) (a) and ORS 192.660 (2) (f), to discuss the search for a superintendent for the 2014-2015 school year. Ivan Ritchie was also excused a few minutes later.

OPEN SESSION

Return to Open Session at 5:55 p.m.

Chair Martin stated that former Superintendent, Wes Owens had applied for the Superintendent position. He noted the board had determined that Mr. Owens was the best applicant and diligently worked to structure terms for his employment with the District. Unfortunately, on Monday March 25, 2014, Mr. Owens withdrew from consideration for the Superintendent position.

After a brief discussion, the Board decided to reopen the superintendent position through April 17, 2014 and seek additional applicants. The board also discussed the best way to recruit quality applicants and questioned what services a recruiting consultant would provide for the district.

Motion by Vice Chair, Angie Thompson with second from Director, Kyle Blagg to direct Jeanie Pehlke to re-post the superintendent position and direct Ivan Ritchie to contact Search Consultants to determine the extent of their recruiting services and fees. **Action:** The motion carried unanimously.

The board discussed the possibility of forming a subcommittee who would be given the authority to authorize Ivan Ritchie to hire a recruiting service company if the subcommittee members deem their services to be beneficial to the district.

Motion by Director, Kyle Blagg with second from Director, Elizabeth Mills to form a subcommittee consisting of Bill Martin and Angie Thompson with the authority to authorize Ivan Ritchie to contract with a search consulting service company. **Action:** The motion carried unanimously.

Salary was then briefly discussed. It was recommended the salary for the position will be posted between \$95,000 and \$105,000.

Finally, the Qualities and Qualifications for Superintendent were reviewed. (Attached) It was suggested that the document be modified to remove the text, “willing to live in the community” under Personal and Professional Character.

ADJOURNMENT

There being no further business, Chair Martin declared the meeting adjourned at 6:48 p.m.

Chair, Bill Martin

Secretary, Jeanie Pehlke



Qualities and Qualifications for Superintendent

Modified after 4-1-14 Special School Board Meeting

Leadership Qualities

- Is direct, consistent, and fair. Puts education and interests of students first.
- Understands collaborative relationships and demonstrates collaborative decision-making.
- Exhibits thoughtful and inclusive problem-solving skills. Is a strategic thinker.
- Develops positive relationships and unifies the community, staff, students and the board of directors.
- Demonstrates ability to work with and develop positive relationships with the business community, civic organizations and other public and private agencies to maximize resources for the district.
- Visible in the school and community; actively participates in school and community activities.
- Demonstrates ability to mentor staff.
- Willing and able to continue the strategic plan, goals and actions adopted by the board.

An Experienced Administrator and Educator

- Preferred five years of administrative experience.
- Successful teaching experience with a pattern of increasing responsibility in education.
- Understands and knows small school districts and rural communities.
- Possess ability to build and maintain a culture of trust.
- Demonstrates a strong academic background; able to increase students achievement and involvement in extra-curricular activities.
- Proven budget experience: financially creative.
- Extensive knowledge of current state mandated initiatives.
- Working knowledge of current Oregon laws related to budget, finance, construction bonds, collective bargaining, labor relations, charter schools, special needs students and facilities management; knowledge of federal education laws.
- Willing to be a strong advocate for the district.
- Demonstrates ability to identify, select, motivate and evaluate high-quality staff.

Excellent Communication Skills

- Demonstrates strong communication skills and communicates effectively with the community, staff, students and the board of directors.
- Listens to others with an open mind, and is approachable; accepts differences of opinion.
- Open, honest and supportive; not afraid to be painfully honest if needed.

Personal and Professional Character

- Treats everyone with courtesy, dignity and respect
- Demonstrates strong personal and professional integrity, upstanding code of ethics and high moral standards.
- Shows a genuine concern for and an understanding of students.
- Desires a long-term involvement with the community and district; willing to live in the community and become an integral part of the community.

- Possesses a good sense of humor.
- Highly developed organizational skills.