

OBERLIN UNIFIED SCHOOL DISTRICT NO. 294
BOARD OF EDUCATION
SPECIAL MEETING

OBERLIN, KANSAS

DECEMBER 14, 2016

The Board of Education, Unified School District 294, met in Special Session, Wednesday, December 14, 2016.

SPECIAL
SESSION

The meeting was held at the Administrative Center, 131 East Commercial, Oberlin, Kansas 67749.

President Monte Moore presided and called the meeting to order at 7:00 P.M.

PRESIDING

Board Members Present:

Doug Brown
Dan Grafel
Abby Hissong
Roger May
Monte Moore
Dan Wasson
Tucker Woolsey

BOARD
MEMBERS
PRESENT

Board Members Absent:

None

BOARD
MEMBERS
ABSENT

Others attending:

Benjamin Jimenez,
DCJ/SHS Principal
Gary Sechrist, KASB
Superintendent Search Team
Leader
Alex Heeger, Patron
Vickie Lippelmann, Clerk,
Board of Education

OTHERS
ATTENDING

The purpose of this special meeting is to meet with Gary Sechrist and develop characteristics and criteria to use during the search for a new superintendent.

Moved by Roger May and seconded by Doug Brown to declare this a special meeting and approve the agenda for tonight's meeting as presented.

MOTION
DECLARE
MEETING AND
APPROVE AGENDA

Voted on and carried unanimously, 7-0.

Gary Sechrist, KASB Search Team Leader, provided information regarding the day's activities. Mr. Sechrist met with four focus groups to gather information to develop characteristics and criteria to be used in the search. Mr. Sechrist reported on the following:

- *Approximately 60 people attended the focus group meetings
- *Four meetings were held throughout the day....
 - <7:00 A.M. with staff at the high school cafeteria
 - <10:00 A.M. with the district office staff and administrators
 - <Noon was an invitational meeting with community persons
 - <5:00 P.M. open to anyone wanting to attend

Mr. Sechrist ask the board the same questions presented at the focus group meetings and recorded their responses. The responses were compiled from all groups and reviewed. (Attachment SM12-1)

Mr. Sechrist and the board read through a group of possible questions that may be selected and used during the formal interview process. Each board members is asked to select 21 questions from the list. The deadline to submit their list of 21 questions will be January 6, 2017. The clerk is to compile the questions submitted by each board member and tally the top 21 questions. The board will discuss the top 21 questions at the January 9th meeting to finalize interview questions.

A possible interview schedule was discussed. Items discussed were:

- *Interview one candidate per day
- *Have the candidate meeting with district office staff at noon for a light lunch
- *Include the candidate's spouse in the activities of the day
- *Have a person give the candidate a tour of Oberlin and points of interest in the community.
- *Tour all buildings and the grounds
- *In a central location, have a public reception for the candidate to meet the staff and public
- *Provide a motel room for the candidate to use while in the district
- *Board members plan to have an evening meal with the candidate and spouse, as well as include board member spouses
- *Reminded the board that the meal will be an informal executive session
- *Set time for the formal interview which will be done in executive session by the board

- *Interview days will be....
 - February 6
 - February 8
 - February 9
 - February 10 (if needed)
- *Special meeting dates will need to be established for these dates
- *Confirm that all board members will be available to the selected interview dates
- *The board decided to hold the evening meal at the Gateway, and reservations should be made to reserve those dates
- *Inquired if an incimate weather plan would need to be considered

(Alex Heeger and Benjamin Jimenez left the meeting at 8:31 P.M.)

(Gary Sechrist left the meeting at 8:34 P.M.)

The board discussed the following items:

- *Decided the evening meal would be attended by just the board members
- *Discussed asking Carrie Morford if she would be interested in giving the candidates a tour around Oberlin. She will be contacted to ascertain if she is interested
- *Make motel reservations at the Cobblestone Inn during interview week
- *Interviews will be held at the district office following the evening meal
- *Reminded board members to select their 21 interview questions and return them to the clerk by January 6
- *Reminded board members to think about details regarding interview week for discussion at the next board meeting

Moved by Dan Grafel and seconded by Dan Wasson to adjourn the meeting.

MOTION
Adjournment

Voted on and carried unanimously, 7-0.

Meeting adjourned at 8:54 P.M.

Vickie Lippelmann, Clerk, Board of Education

DATE: _____

President, Board of Education