

Board of Education Special Meeting

Monday, September 30, 2019 6:00 PM

Board of Education Room at the Palmyra District OR-1 Public Schools

425 F Street

Palmyra, NE 68418

{{Name: Agenda Item Name}} {{AgendaItemEnd}}

1. Call to Order
2. Announcement of the Open Meetings Act Posting
3. Action Items
 1. Presentation, discussion and or official action regarding the Superintendent Search and information from McPherson and Jacobson.
 2. Presentation, discussion and or official action with regard to possible purchase of and negotiation and execution of a purchase agreement for real estate.
4. Closed Session
5. Next Regular Meeting
6. Adjournment

Chairperson

Superintendent

DISTRICT OR-1
Board of Education
Superintendent Search - Meeting #1
Monday, September 30, 2019

1. Welcome and Review of Agenda
2. Brief Overview of the Superintendent Search Process
 - a. Transparent process
 - b. Our goal is to have a unified BOE team
 - c. Press release and a school website tab is used to communicate about the Superintendent selection process
 - d. Superintendent Interviews
 - i. Interviews are in open session
 - ii. As elected officials, you make the decision on hiring the next superintendent
 1. The Board conducts the formal interview of each candidate. Patrons can listen but they can not be part of the interview.
 - a. There will be "Meet and Greet" portions of the interview day, but the school board makes the decision to hire the superintendent.
3. Discuss the Search Calendar
 - a. Biggest requirement of the board is "time and commitment"
 - i. Three board meetings with us, candidate interviews, and selection
 - ii. It is important each board member is here for all meetings and interviews.
 - b. Review key dates - additions or revisions
 - c. Advertising parameters - 4 Sundays is optimal
 - i. Omaha World Herald (optional)
 - ii. Mcpherson and Jacobson Website
 - iii. NCSA
 - iv. Teach Nebraska Website
 - v. Education Week
 - vi. AASA Website
 - vii. College and University Ed. Ad. Programs
4. Set Schedule for "Input Meeting Day"
 - a. All patrons will be invited to a public forum to provide feedback to our questions
 - b. BOE members/Administrators should not attend the community or staff input meetings (separate meeting for administrators)
 - c. Typically whatever groups we meet with during the input meetings are also involved on the interview meet and greet communities
 - d. Each BOE member should share two names of key community stakeholders you would like to attend a input meeting
 - e. Typical schedule for Input Meetings (we can adjust accordingly)
 - i. 1:00 - 1:30 Student Group

- ii. 1:30 - 2:15 Support Staff Committee
 - iii. 2:15 - 3:00 Administrative Assistants / Office staff
 - iv. 3:30 - 4:15 Teachers
 - v. 4:30 - 5:15 Administrators
 - vi. 5:30 - 6:30 Open Community Forum Meeting (we can run 2 depending on preference)
 - vii. 7:00 PM Board Meeting #2
5. Recruitment Brochure
 6. Press Release #1 for local media, staff, and website
 - a. Who will receive this?
 7. Nominal Group - Consensus Building
 - a. Each BOE member will identify the qualities, skills, and characteristics for the new superintendent.
 - b. Each BOE member will share their list using a round robin process to collect ideas
 - c. Narrow priorities to top 4-5 criteria based on input from the entire BOE
 - i. This will determine the search procedures, interview questions, and recruitment procedures. It is not all we/you look at, but it provides a focus on targeted qualities you are searching for in your next superintendent.
 8. Next Steps
 - a. Get applicants ready to go online and advertise, recruit, recruit, recruit
 - b. Prepare for community input meetings
 - c. Make certain all BOE members reserve the dates determined on the search calendar
 - d. Consider salary array, 2 year contract offer, etc...
 - i. What schools do you compare yourself to in a superintendent salary array?
 - ii. Now is a great time to contact your school attorney to have them review and update your supetifnet's contract
 1. Will the next superintendent be required to live in the district?
 - e. Begin to think about what the interview day looks like for the spouses, homes for sale. Rentals, meals, etc...
 9. Next Meeting
 - a. Selection of interview questions
 - b. Discuss interview schedule
 - c. Determine what groups will be involved in the meet and greets. Determine the spouses program
 - d. Salary array and contract parameters
 - e. Review feedback of input meetings
 10. Question, Comments or Concerns
 11. Adjourn

Contact Information-

- Derrick Joel

(308)-379-6429

d_joel@macnjake.com

Sample Criteria From Recent Searches

- A servant-minded, student focused leader that communicates well with all stakeholders
- A strong confident leader with a great work ethic and high expectations that is able to analyze needs, create communication plans, delegate, and follow through to achieve lofty district goals
- Strong budget and financial skills that is able to proactively plan for future needs
- A community-minded leader that is open-minded with a high level of integrity and able to collaborate with stakeholders
- Understands and positively impacts the educational needs of our diverse learners
- Strong communication and public relations skills that is accessible and open-minded
- A team builder that is collaborative and strategic
- A leader who is honest, has integrity, and is a people-person and accessible
- A strong work ethic and is dependable with an attention to detail
- A leader with energy and enthusiasm to build moral
- Dedicated to educational excellence and opportunity for all students
- Exhibits 21st century leadership skills
- Good budgeting skills
- Seeks out budgeting resources
- Communicates well throughout the budget process
- An instructional leader that emphasized teacher and learning in all PK-12 grade areas
- A leader who is highly visible at school sites, activities, and community events
- A leader who can recruit, develop, and retain high quality talent in regards to all staff

RESOLUTION

BE IT RESOLVED by Otoe County School District 66-0501, a/k/a, Palmyra District OR-1, a Class III public school district and political subdivision under the laws and statutes of the State of Nebraska ("School District"), that the Purchase Agreement for the real property located at 700 W. 9th Street in Palmyra, Nebraska ("Purchase Agreement") between the School District and the seller, Larry G. Laschanzky ("Seller"), in the form on file with official School District records or with such changes as are deemed necessary and in the best interest of the School District and approved by the President of the Board of Education, the Superintendent of Schools, or designee, should be and is hereby authorized and approved;

BE IT FURTHER RESOLVED that the President of the Board of Education, Superintendent of Schools, or other designee for the School District, should be and is hereby delegated the authority and is authorized and directed to sign, execute, and deliver such Purchase Agreement and any development plans, subdivision agreements, interlocal agreements, documents, or other agreements called for in such Purchase Agreement for and on behalf of the School District, and is further hereby delegated the authority and is authorized and directed to execute and deliver any necessary deed(s), subdivision agreement(s), interlocal agreement(s) or other instruments under such Purchase Agreement or in the development of the described property, and is delegated the authority and is authorized and directed to retain any necessary professionals for assistance, to pay the purchase price, development costs all costs and expenses, and to take or cause to be taken all other action necessary or appropriate to close the purchase, and conveyance transaction, and to develop the described property and pay all development costs and expenses as provided therein according to such Purchase Agreement or any approved changes thereto, or those in the best interest of the School District upon presentation of deeds or other required plans, documents, or development proposals from the Seller, or others on the described property to be purchased, received, and developed by the School District under the Purchase Agreements.