



CENTRAL CONSOLIDATED SCHOOL DISTRICT

District Administration Complex
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Weaving Traditional Wisdom and Modern Knowledge

SPECIAL SCHOOL BOARD MEETING

**Shiprock Board Room, Shiprock, NM
February 8, 2016 at 6:30 p.m.**

MINUTES

School Board Members

Charlie T. Jones, Jr., President (*absent*)
Ruthda W. Thomas, Vice-President
Christina J. Aspaas, Secretary
Adam J. Begaye, Member
Randy Manning, Member

Administrators

Dr. Colleen W. Bowman, Interim Superintendent
Dr. Rebecca Benedict, Director of Education
Dr. George Schumpelt, Director of Legal Services & School Board Policy
Eric James, Director of Operations

I. CALL MEETING TO ORDER AND VERIFY QUORUM PRESENT THROUGH A ROLL CALL

A. Board Vice-President, Ruthda W. Thomas called the meeting to order and verified that a quorum was present through a roll call at 6:36 p.m.

II. DISCUSSION

A. Superintendent Search Process


- Dr. Colleen W. Bowman introduced Dr. Dan Patterson, NMSBA Principal Consultant
- Develop timelines for selection process
- Meet with Board and focus groups to identify desired qualities of candidates
- Develop promotional material on process and district profile
- Develop application
- Advertise vacancy (sub-regional, regional or national)
- Actively recruit candidates
- Assist in selection of interview committees, if used
- Train Board and committees on interview techniques and procedures
- Assist Board and committees in developing interview questions
- Develop interview rating form
- Manage all application materials and communications with complete confidentiality
- Analyze and evaluate all submitted applications
- Assist Board with initial screening of candidates
- Conduct reference checks (beyond what candidates list)
- Keep Board and candidates informed of the progress of the search
- Assist Board in selection of finalists

- Schedule and coordinate interview schedule
- Assist Board in final selection as requested
- Work with Board to develop Performance Expectations (if desired)
- Scheduled Special School Board meetings with the Board
March 28, 2016, 4:30 pm – Special School Board – meeting with Board members on Training and Questions; April 4, 2016, 6:30 pm – Special School Board – Select a Finalist; and April 16, 2016 at 8:30 am – Interview, Candidate and Selection, Executive Session

III. ADJOURN

Motion by Randy Manning, second by Adam J. Begaye to adjourn the Special School Board meeting at 8:25 p.m. *Motion carried, 4-0.*

Respectfully Submitted,


Christina J. Aspaas, School Board Secretary