

Work Session

Tuesday, January 26, 2016 7:00 PM

Public School Library

506 W. 9th Street

Dorchester, NE 68343-0007

Notice of the time and place of the Dorchester Board of Education meeting was published in a newspaper of general circulation within the district. Newspapers of general circulation in the district include, but are not necessarily limited to, the Crete News, the Lincoln Journal Star, or the Omaha World-Herald. Notice is also posted in at least three prominent places within the school district which may include the following: Dorchester Public Schools, Farmers Coop, First State Bank, and the Village Office. Individual board members received in advance the meeting agenda and meeting materials. Pursuant to Section 84-1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in the Board meeting boardroom.

1. Call to Order and Announce Open Meetings Act Verification

President Zoubek called the meeting to order at 7:00PM.

2. Introductions

All board members were present. NRCSA members Jim Havelka and Fred Helmink were present. Verification of Open Meetings act completed.

3. NRCSA Services Proposal; Services Agreement

NRCSA proposal of a service agreement with them to help recruit a new superintendent was presented and reviewed by the members. Agreement was made to utilize their services.

4. Summary of search process; meetings schedule.

Summary and time line reviewed.

5. Engaging Community and Faculty/Staff Committees (if desired).

We will create 2 committees to assist in the review of all potential candidates. One committee will include members of the community. Each board member should suggest 3 names. 12 - 15 people will then be selected. The other committee will consist of teachers and support staff from the school. This committee will be put together by Dr. Kubicek in the event that the principal is unable to do this. This group should also be about 12 - 15 people. Discussion about including students in the selection process and it was decided that the students (i.e. National Honor Society etc.) would be asked to serve as hosts for the candidates and their spouses on the evenings the interviews will be conducted.

6. Key Questions: Discuss expectations for Superintendent, search activities, information for vacancy announcement.

Key questions were asked and answered. This will help the NRCSA people determine what we are looking for in a superintendent. An ad was created and will be posted in the OWH on January 31, February 7, and February 14.

7. Develop Search timeline; review/revise samples.

Search timeline: Advertise 3 weeks in the newspaper. A deadline date for accepting applications will be February 17th. Finalists will be selected on March 2, 2016. Interview Dates will be March 7 and 8, 2016, beginning with staff reviews at 4 pm each day, community reviews at 5:30pm followed by Board interviews beginning at 5:30 pm.

8. Profile Questions: gather initial profile data for vacancy announcement.

Additional question and answer period to gather initial profile data for the vacancy.

9. Review draft of vacancy announcement and advertising options.

Reviewed and approved a draft of the vacancy announcement.

10. Comparable schools salary/benefits array.

Comparable schools salary/benefits were reviewed. The Board requested additional information from the NRCSA.

11. Schedule next meetings.

Motion to adjourn at 9:37PM Passed with a motion by Steve Vyhnaek and a second by Matthew Hansen. Mark Bors: Yea, Matthew Hansen: Yea, Brad Havlat: Yea, Carol Schnell: Yea, Steve Vyhnaek: Yea, Lindsey Zoubek: Yea

February 8th during the next regular board meeting we review all arrangements and timelines discussed this evening. March 2, 2016 we will meet with the 2 committee's members to conduct finalist selection and pre-interview meetings. 4pm: Staff; 5pm: Community; 5:30pm: School Board. March 7 and March 8 will be interviews of the applicants by the committees and board members. TBD: Board will meet with committees to review all interviews. TBD: Board will make their selection and a contract will be issued/offered. March 14, 2016: Regular Board Meeting to approve new superintendent.

Carol Schnell?(s) Carol Schnell, Secretary of the Board of Education