



**SPECIAL SESSION MINUTES, MAY 23, 2022
NOVI COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION**

A Special Session Meeting of the Board of Trustees of Novi Community School District was held on Monday, May 23, 2022, beginning at 6:04 PM in the Educational Services Building.

Present: Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Roney, Mr. Mena, Mrs. Murphy, and Mr. Smith
by Roll Call

Absent:

PLEDGE OF ALLEGIANCE

Members of the audience joined with the Board in the Pledge of Allegiance.

COMMENTS FROM THE AUDIENCE

There were eight comments from the audience this evening regarding the superintendent search, job posting, and the Bond.

OPENING REMARKS, AGENDA REVIEW

Mr. Silveri, of the MLI, stated that the longest part of this agenda will be the Timeline & Search Activities. The rest of the agenda should go quickly.

TIMELINE & SEARCH ACTIVITIES

Mr. Silveri, of the MLI, went through the draft timeline with the Board. He gave the following updates for each date listed:

Thursday, June 9 – This will be a three (3) to four (4) hour meeting. The Board will have a Regular meeting and then go into a closed session, as is allowed in the OMA Section 8(2)(f), to review the applicants. The Board will return from the closed session to discuss and select the candidates that they would like to interview. In order to protect the candidates' identity, each candidate will be given a letter identity and the Board will refer to them by this letter.

June 13 through June 15 – The first round interviews will take place. Each candidate will be given 90 minutes for their interview. Board members will be assigned a category for questions that will be asked. Binders will be made up for each Board member. If Board members have additional questions, please submit them to Danielle.

We will schedule two (2) interviews per night and there will be a two (2) minute break in between. The interviews on **June 13 and 14** will begin at 7:00 PM for the first interview and 8:50 for the second interview. The interviews on **June 15** will begin at 6:00 PM and the second interview at 7:50 PM. Take a lot of notes

Thursday, June 16 – This Board meeting will begin at 6:00 PM. The finalists will be selected. This was to be a standalone meeting; however, it was part of the original Board meeting schedule.

June 20 and 21 – The finalists' interviews will be conducted. The interviews will begin at 7:30 PM. The candidates will be allowed 80 minutes each; 20 minutes for their presentation (The Board will pick the topic.) and 60 minutes for the questions. This 80 minutes is firm.

The finalists will meet with the stakeholder groups, similar to the last stakeholder group meetings with Dr. Hagel. This is only for the staff, students, and parents/community members, no Board

members. There will be no personal questions asked of the candidates. Participants will be asked to fill out feedback forms that will be given to the Board.

June 27 and 28 – The Board subcommittee, Superintendent Search Committee, will conduct site visits with key stakeholders from each of the candidate’s District. They will take 20 to 25 minutes with each group.

June 30 – There will be a Board meeting at 7:00 PM for the sole purpose of selecting the new superintendent only. They should have a draft contract ready for this meeting.

CANDIDATE PERSONALITY/BEHAVIORAL PROFILE OPTION

Mr. Silveri mentioned that, if the Board was interested, they could have an independent firm called Hulings and Associates conduct a personality/behavioral profile. It is \$2,000 for up to four (4) candidates and \$500 for each additional candidate. He is going to check with other districts on this.

CANDIDATE RECOMMENDATIONS

MLI has already reached out to some potential candidates for Novi and there are others who have reached out to MLI. He asked that if Board members knew of anyone that they would like to see interviewed, please let him know. He stated the deadline for applications is June 6, 2022, by 4:00 PM.

POINT(S) OF CONTACT & MODE OF COMMUNICATION

Mr. Silveri stated that the points of contact are himself, the Board president, and the executive assistant to the superintendent. He said they will respond to all Board members’ communications.

EXPECTATIONS, ROLES, & RESPONSIBILITIES

Board, MLI Commitments

Mr. Silveri explained that the Board will commit to following the process. He stated that MLI commits to being readily available, open minded, provide a strong candidate pool, go through the process step by step as promised.

FINAL QUESTIONS, COMMENTS

Mr. Silveri will reach out to get Rockford’s rubric. MLI will use Word Cloud for feedbacks and create a QR code to the survey link for feedback.

ADJOURNMENT

It was moved by Mr. Cook and supported by Mrs. Roney that the Novi Community School District Board of Education meeting be adjourned.

Ayes: 7 Dr. Ruskin, Mr. Cook, Mrs. Hood, Mrs. Roney, Mr. Mena, Mrs. Murphy, and Mr. Smith
Nays: 0

MOTION CARRIED

The meeting adjourned at 8:04 PM. The next regular meeting of the Board is scheduled for June 9, 2022 at 7:00 PM, at the Educational Services Building.

Bobbie Murphy, Board of Education Secretary