

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION
Administration Building
360 Colborne Street

July 20, 2009

I. CALL TO ORDER

The meeting was called to order at 6:12 p.m.

II. ROLL CALL

PRESENT: Kazoua Kong-Thao, Tom Goldstein, John Brodrick, Elona Street-Stewart, Interim Superintendent Kelly, Marilyn Polsfuss, Assistant Clerk
Keith Hardy joined the meeting at 6:45 p.m.

ABSENT: Anne Carroll

III. SUPERINTENDENT SEARCH PLANNING

The consultants from Hazard, Young, Attea & Associates, Ltd., Dr. Attea and Dr. Blaesing were present to take the board members through a planning session for the superintendent search. They stated the search would be tailored to meet the needs of the District and requirements of the Board.

The presentation began with an overview of the search process. The consultants reviewed the "Superintendent Search Flow Chart" provided to Board members which outlined the Board and Consultant responsibilities. Dr. Attea stressed the search would be open and objective; input would be gathered from various constituent groups and a report outlining the results would be provided to the Board and the public. The criteria would then be finalized and the recruiting process started with the information being dispersed to all of HYA's various associates and contacts across the country. It was stressed that the longer confidentiality can be maintained the stronger the resulting candidate pool would be. The consultants also stressed that the focus of the search should remain on finding the strongest person to address the various issues facing the district, both now and into the future, and being sure the focus also remains on what will be best for the students of SPPS.

The discussion then moved to various processes used in narrowing the candidate pool, communication management, community/stakeholder engagement desired by the board, identification of various groups for involvement in the criteria definition process and discussion on candidates and actual search process. In-depth discussion occurred in each of these areas.

The Board liaison was identified as the Board Chair, Ms. Kong-Thao to whom all requests for information on the search process should be directed. It was agreed among board members that no comments relative to the search process, candidates, etc. would be made by anyone but the Chair. The HYA liaisons for SPPS will be Dr. Attea and Dr. Blaesing with the assistance as needed by Diana McCauley and other HYA associates as required.

The Board was asked specifically how they wanted to handle any internal candidates who might apply. The consensus was that internal candidates would be treated no differently from any other candidate applying so the process would be equitable for all.

HYA suggested the Board begin thinking about a total compensation package for salary and fringe benefits. This would include: salary, annuities, board pick-up of non-obligatory retirement payments, whole life insurance, auto allowance, housing allowance and any other fringe benefits that have a monetary value attached to them, except for the insurance package and other benefits that generally are provided to all other administrators.

HYA made the recommendation that three to four ads be placed in Education Week and on Education Week's website, on the AASA Leadership news website and other regional and state newsletters/websites (generally no cost for these). The position will also be posted on HYA's website, which will have a direct link to the Board website.

Additionally, they recommended a dedicated page on the Board website (already in place) in order to keep interested individuals and constituents informed about the search. They recommended the page be linked to HYA's website where candidates are able to apply on-line.

IV. ADJOURNMENT

Ms. Street-Stewart moved the meeting adjourn, there being no objection the meeting adjourned at 9:31 p.m.

For clarity and to facilitate research, these minutes reflect the order of the Agenda and not necessarily the time during the meeting the items were discussed.

Prepared and submitted by
Marilyn Polsfuss
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