

**LAKEVIEW COMMUNITY SCHOOLS
BOARD OF EDUCATION
MINUTES**

Kind of Meeting: Special Board Work Session

Meeting Date: February 3, 2016

Presiding Officer: Keith Runge

Members Present

Jerry Jaixen	Present
Ryan Loseke	Present
Tim Mueller	Present
Dan Pabian	Present
Keith Runge	Present
Mary Ann Schreiber	Present

Others Present

Steve Borer	Present
Quentin Witt	Present
Alan Harms	
Jim Havelka	

Special Board Work Session

1. Opening procedures

- 1.1 Call to Order – Chairman Runge called the special work session to order at 6:40 p.m.
- 1.2 Pledge of Allegiance led by Tim Mueller
- 1.3 Open Meetings Act
- 1.4 Verification of Publication and Notification
- 1.5 Roll Call, no members absent

2. Approval of Agenda – It was moved by Mueller and seconded by Pabian to approve the agenda as presented. On roll call vote, 6-0, motion carried.

3. Mr. Borer and Mr. Witt presented timeline for the district tours. Discussion was held.

Finalist Selection – NRCSA Search Firm presented the candidates. Board reviewed and held discussion. The board came to consensus and selected four candidates to interview.

The board took a break at 8:40 pm and entered back into special session at 8:45 pm

5. Pre-Interview Discussion

1. Interview schedule
2. Interview questions
3. Interview procedures
4. Interview tips/Inappropriate questions
5. Role of consultants
6. Committee reporting procedures
7. Hosting duties

6. Discussion Items – Final review of the process and timelines

7. Adjournment – Chairman Runge declared the meeting adjourned at 10:00 pm.

Respectfully submitted,

Mary Ann Schreiber
Secretary