

**HAMILTON UNIFIED SCHOOL DISTRICT
SPECIAL BOARD MEETING
AGENDA
Hamilton High School Library
Wednesday, January 9, 2019**

5:30 p.m. Open Session.

1.0 OPENING BUSINESS:

Call to order and roll call

Gabriel Leal, President Hubert "Wendall" Lower, Clerk Rod Boone
 Genaro Reyes Ray Odom

2.0 PUBLIC SESSION/FLAG SALUTE: 5:30 p.m.

3.0 ADOPT THE AGENDA: (M)

Motion for approval by Wendall Lower, seconded by Rod Boone.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

4.0 DISCUSSION:

1. Superintendent search.

- a. *Community Member, Tom Conwell:* Why aren't you doing it yourself? Why are you wanting to use a third party company?
- b. *Board President, Gabriel Leal:* It is perhaps more appropriate than if we do it independently.
- c. *Community Member, Tom Conwell:* We did it in house when Mr. Odom was hired. We interviewed 4 people and we hired Mr. Odom. Why are you spending up to 6,000 on this? If you do not feel you are qualified, you should not be on the board. Let the people apply – you don't need to do the search.
- d. *Board Member, Rod Boone:* I thought we weren't doing this (consulting with a third party).
- e. *Board President, Gabriel Leal:* I wanted to bring it to the Board to make sure we explore our options and do our due diligence.
- f. *Community Member, Tom Conwell:* I just think we can do it in house, without spending more money.
- g. *Board President, Gabriel Leal:* I respect your opinion.
- h. *Board Member, Ray Odom:* Thank you for your comments Tom. The process is not rocket science but it is important and I believe we need the expertise of an outside firm. We need to have a point person – it would be more neutral to have someone outside do it. That is my opinion. Debbie with SSDA was the person who worked on it when we looked and hired Mr. Tracy.
- i. *Parent, Froylan Mendoza:* What is the process and how is the community involved?
- j. *Board President, Gabriel Leal:* We will be having a meeting on the 16th of January where community members, parents and staff can attend and provide input to the board which will go toward building the recruitment flyer and interview questions for applicants. There will also be survey available for those who would like to submit input electronically and anonymously. Debbie from SSDA will be presenting on how it would look, should we decide to contract with SSDA.
- k. *Community Member, Tom Conwell:* I would just like to say that someone's education does not always reflect their capabilities.
- l. *Parent, Froylan Mendoza:* I agree with Mr. Conwell – their education does not always reiterate what that person is capable of regardless of their education.
- m. *Small School Districts Association (SSDA) Executive Director, Debbie Pearson:* Introduced herself. Her background is with small school districts – I have an understanding of small school districts
 - i. It takes a special breed of person to be at a small school district.
 - ii. Social media has changed the process – no one likes surprises.
 - iii. Community and staff input is important – folks can come and talk about skills and characteristics forthcoming for the new superintendent. Not everyone is comfortable raising their hand to talk about

what they would like in a superintendent so there will be an option to take a 5 minute survey. Incorporate into meeting on the 16th. My role is to assist you and take the leg work out of it. I share all applicants with you. Helps drive the interview questions and the flyer.

- iv. Applicants need to know about you. What the community is like and the mission statement – characteristics in a superintendent. CA has a superintendent symposium – 80 small school district superintendents will be in attendance – flyers will be handed out during this time. The goal is to recruit folks that would be a good match for you. Advertising will take place on Edjoin, EdCal, CSBA, CASBO, and School Services of CA. Every superintendent would see this in each county.
- v. Community involvement and input meeting, if you select me – I would come back on the 23rd. I am not here to tell you who to hire – I am here to help you.
- vi. Before the board looks at applications – representatives from the teachers group, classified and community groups briefly speak to the board during closed session. That way you hear it directly from them.
- vii. You have to approve your new superintendent’s contract at a regularly scheduled board meeting in April.
- viii. I give the salary schedule to the selected applicants.
- ix. *Board Member, Wendall Lower:* What type of liabilities could we occur if we did not go with a third party like yours?
- x. *SSDA, Debbie Pearson:* I know of a school district that recruited in house and when they went to hire someone they found something on google that they did not like and they rescinded the contract – that applicant could have sued because they had already taken action on it.
- xi. *Board Member, Ray Odom:* You would assist with coordinating the screening process and applicant questions?
- xii. *SSDA, Debbie Pearson:* Yes and you see every application, I would ask that one or two board members at time would come in and rank each application, then all would come together to discuss.
- xiii. *Board Member, Wendall Lower:* We are not obligated to interview every applicant?
- xiv. *SSDA, Debbie Pearson:* No you are not, 4 or 5 at the most.
- xv. *Superintendent, Charles Tracy:* This would make the search stronger and it is a well-rounded process (having a third party consult).
- xvi. *Board Members, Rod Boone:* I like the idea of background checks.
- xvii. *Board Member, Wendall Lower:* With social media you can dig up a lot of stuff.
- xviii. *Staff Member (Accounts Clerk), Chris DeVries:* Is there a change in cost?
- xix. *SSDA, Debbie Pearson:* No, it would not go above what it identified on the contract.
- xx. *Board President, Gabriel Leal:* Debbie knows a lot of people throughout the state which helps in the process.
- xxi. *Staff Member (Accounts Clerk), Chris DeVries:* She will also support the new superintendent for the first year (included in the contract).
- xxii. *Community Member, Tomas Loera:* She did a great job when we hired Mr. Tracy.
- xxiii. *Superintendent, Charles Tracy:* Yes she was my mentor.

5.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board’s jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

Parent, Froylan Mendoza: Survey monkey – because there is language barrier will it be in Spanish also and folks in the community may not have access to computers to take it.

SSDA, Debbie Pearson: Yes, we can do other languages and assist with available computers.

6.0 **ACTION ITEMS:**

1. Superintendent Search/Recruitment Contract with Small School Districts Association (SSDA) (page 1).

Motion for approval by Wendall Lower, seconded by Rod Boone.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

2. Acceptance of Superintendent, Charles Tracy letter of resignation effective June 30, 2019 (page 2).

Motion for approval by Rod Boone, seconded by Genaro Reyes.

Motion Carried: 5-0

Leal: Aye	Lower: Aye
Boone: Aye	Reyes: Aye
Odom: Aye	

7.0 **ADJOURNMENT:** 6:19 p.m.



Wendall Lower, Clerk



Charles Tracy, Superintendent