

The District School Board of Indian River County met on October 23, 2014 at 9:00 a.m. The discussion was held in the Large Instructional Conference Room located at the J.A. Thompson Administrative Center, 1990 25th Street, Vero Beach, Florida 32960. District School Board Members attending were: Chairman Carol Johnson, Vice Chairman Matthew McCain, and Board Members: Claudia Jiménez, Karen Disney-Brombach, and Dale Simchick. Suzanne D'Agresta, School Board Attorney, was also present. Dr. Frances J. Adams, Superintendent of Schools, was not present.

Discussion Session on Superintendent Search Minutes

- I. Discussion session was called to order by Chairman Johnson.

- II. Introductions and Purpose of the Discussion – Chairman Johnson
Chairman Johnson introduced Dr. Blanton, Executive Director of the Florida School Boards Association. Dr. Blanton introduced Andrea Mezzina, former School Board Member, who was employed as the Director of Board Development for the Florida School Boards Association working on the Superintendent Search. He said that Mr. Bill Graham was also a former School Board Member, who was employed as the Executive Director of Florida School Labor Relations Service with the Florida School Boards Association working on the Superintendent Search for Indian River School District.

Dr. Blanton began his overview of the search process by stating that the most important job that School Board Members had was hiring the Superintendent.

- III. Timeline and Selection Process – Dr. Blanton
Dr. Blanton talked to the Board about what to expect as far as candidates were concerned. He did an overview of the decisions that would need to be made by the School Board during the search. Dr. Blanton gave suggestions on what to look for in a resume.

National Search

Dr. Blanton stated that the Board had already established that they were interested in doing a national search.

Cut Off for Resumes

Board Members agreed to February 20, 2015, as the cut off for acceptance of resumes.

Selection Date

Board Members agreed that the final decision would be made no later than April 30, 2015.

Advertisements

Board Members agreed to update the format used for the last ad and to place three advertisements in “Education Week” in November, January, and early February. Dr. Blanton said that he would distribute the advertisement and brochure to all Superintendent Associations, as well as other places of interest. He said that the District should also post the vacancy.

Superintendent Salary and Contract

Board Members discussed the salary and length of contract. They agreed to advertise the same salary range of \$145K to \$165K and offer a three-year contract, with other terms to be negotiated.

Finalists

Dr. Blanton reviewed the process for determining the finalists. He said that he was generally asked to bring to the Board five finalists, with flexibility for an additional candidate when it was recommended by either the Board or Dr. Blanton through the Chairman. Board Members asked questions relevant to the District’s recruitment and hiring practices. Dr. Blanton strongly suggested that Board Members begin reviewing the resumes as they came in, in order to prepare to make decisions. It was noted that Board Members were permitted to call candidates to ask questions.

Local Input

Dr. Blanton suggested and the Board agreed, to hold at least one public meeting to hear from the public as to what their concerns and suggestions were in the hiring of a Superintendent. Board Members talked about the procedures for community input used for the last search and agreed to continue that process. Dr. Blanton, after listening to the process, agreed that replicating the process utilized for the last search would be a good idea.

Regular Updates

Dr. Blanton suggested that the School Board give the community regular updates on the Superintendent Search by placing a line item on all business meeting agendas.

Florida Sunshine Law

Dr. Blanton told the Board that once the search process was in motion, his communication would be through the chair. He reminded them that they could not discuss the search with each other, unless they were in an advertised Board meeting. Dr. Blanton reminded Board Members that all documents received from candidates were public records. He also told them that all notes that Board Members took were also public records. Dr. Blanton said that Board Members were permitted to discuss the search with citizens but that it was their choice. He said that if they had any questions regarding what they were permitted to do, they should contact the Board Attorney.

Interviews

Dr. Blanton gave an overview of the interview process. He asked Board Members to vet all questions through the Board Attorney. Board Members agreed to set aside the weeks of March 16 and March 23 for interviews.

Search Costs

The search costs were discussed with the Board. It was also mentioned that there would be a cost associated with interviewing locally and visitations to candidates Districts, if the Board decided to give that direction.

- IV. Board Priorities for New Superintendent – Chairman Johnson
Board Members talked briefly about this topic.
- V. Review Draft Brochure and Fast Facts – Chairman Johnson
Board reviewed the brochure that was presented. Changes agreed to were to add experience working in a District of at least 10,000 students, revise the resume deadline date to February 20, 2015, selection date to be no later than April 30, 2015, and to add the weeks of March 16 and March 23 as the interview dates. The Board also agreed to include a statement in the brochure that residency in the District was expected.
- VI. Next Steps – Chairman Johnson
Chairman Johnson gave an overview of the timeline.
- VII. Adjournment – Chairman Johnson

With no further discussion, the session adjourned at approximately 10:50 a.m.