

**WARRENTON-HAMMOND SCHOOL DISTRICT NO. 30**

**Board of Directors**

**Minutes of Special Board Meeting**

**Warrenton High School Library**

**January 9, 2019**

**6:00 P.M.**

**6:05 P.M.**

**SPECIAL SESSION**

**I. CALL TO ORDER/WELCOME - Board Chair Debbie Morrow**

The special meeting of the Warrenton-Hammond School District No. 30, Clatsop County, Oregon, convened at the above time and place. The meeting was called to order by Board Chair Debbie Morrow.

Board Members Present: Board Chair Debbie Morrow, Greg Morrill, Dalan Moss, Dan Jackson, Len Mossman

Board Members Absent: Darlene Warren

Staff Representatives: Superintendent Mark Jeffery, Business Manager Mike Moha, Board Secretary Andrea Holmstedt, WHS Principapl Rod Heyen, WHS Vice Principal Josh Jannusch

Others Present: Edward Stratton of the Daily Astorian, Nancy Ford of NWRESD

1. Flag Salute

2. Agenda Review – Board Chair Morrow noted that the applicant interview questions would be moved to item 2 of the agenda and the longer topic discussion regarding the Superintendent Search would be moved to item 3.

**II. Discussion Topics**

1. Division 22 Assurances Report

Superintedent Jeffery presented the Division 22 Assurances Report to the board as directed by standards set by ODE. He noted 2 areas where compliance is being pursued. Brief discussion ensued.

2. Board Applicant Interview Questions

A list of interview questions were given to each board member to review. They chose their 15 top questions which will be then synthesized into the questions used to interview the 4 applicants. The interview will be held next Wednesday and Thursday from 6:30 p.m. to 8:30 p.m. in the WHS Library.

3. Superintendent Search – Next Steps

Debbie Morrow handed out two examples of superintendent job postings to be considered for review. She then read the Superintendent Search policy CBB.

Director Morrow then listed the listening session the board provided for district staff, students, and the general public. She stated that the idea behind the sessions was to get an idea of what the staff, students, and public are looking for in the new superintendent at all levels of interaction.

Superintendent Jeffery noted that posting will be posted on the COSA website and through the districts online application software.

*6:27 Director Mossman vacated the meeting*

The two announcement samples contain the candidate qualities, work experience, application, and the screening and hiring process the district will be looking for and utilizing to make a decision in the superintendent hiring process. Board members were given the two work samples to review. The number of posting currently in Oregon was discussed as well as the importance of the dates related to contract expirations. Superintendent Jeffery noted that this will be an aggressive timeline. It is probable that there will be many first time superintendents applying. Once the person chosen informs their board of their resignation

that will give the district the ability to converse with this district to discuss bond topics and get on board with the direction of the district. There could even be a hire before June 30 if the applicant's current district agrees to releases them to do so. Superintendent Jeffery, in agreement with Business Manager Mike Moha recommended a salary range of \$115-130k which will have effect on the tier of superintendents who apply. It may impact the pool with Washington state as well.

*6:48 Director Mossman returned to the meeting*

Director Morrill stated that they (the Board) are looking for the person who wants to be here, we want to be competitive, but we want someone who wants to be here.

Superintendent Jeffery also noted that the bond passage may impact who applies as well, it could be intimidating.

Recommended edits to the superintendent job postings were noted by the board and will be merged to create the final document.

The applications will be distributed to the board members on the afternoon of February 4<sup>th</sup> with a meeting to decide on the top three by Friday February 8<sup>th</sup>. (Now February 9<sup>th</sup>)

7:05 p.m.

### **III. ADJOURNMENT**

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Mark Jeffery, Superintendent

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Debbie Morrow, Board Chair

Respectfully submitted by: Board Secretary, Andrea Holmstedt