

**Interim Superintendent Search Subcommittee – Meeting 4/25/16 (minutes)**

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Meeting call to order at 8:45 AM

Attendance: Chair Beth Cummings, Stephanie Hall and Jim Dever

- Vote on Minutes of Interim Superintendent Search Subcommittee of April 22, 2016, is TABLED.
- Vote on Minutes of Interim Superintendent Search Subcommittee of April 6, 2016: MOTION (Stephanie Hall); SECOND (Jim Dever); PASSED (3-0).
- Discussion regarding the scheduling of interviews, and possible need for second round of interviews. Will discuss further with full committee.
- Beth Cummings will take care of job posting removal from websites. Beth Cummings will confirm “handlers” with school’s HR.
- Discussion on background checks for finalist, content of candidates’ packages for committee members, order of questions and review of same.
- Vote on Interview Packet: MOTION (Stephanie Hall); SECOND (Jim Dever); PASSED (3-0).
- Beth Cummings will confirm with Joe Emerson that notes can be made on interview packets, and said notes do not have to be made public.
- We are okay with applicants’ references at this point. May pursue further at next stage.
- Stephanie Hall will confirm lunch arrangements.
- MOTION to Adjourn (Jim Dever). SECOND (Stephanie Hall); PASSED (3-0).

Meeting adjourned 9:43 AM.

Respectfully submitted,

James J. Dever



Documents used at meeting: Interview Packet

