

Bastrop Independent School District

906 Farm Street

Bastrop, Texas 78602-3717

A Special Meeting of the Board of Trustees of the Bastrop Independent School District was held at 11:30 a.m. on Monday, August 3, 2009, at **the Bastrop ISD Service Center, 906 Farm Street, Bastrop, Texas.**

MEMBERS PRESENT:

John Eaton, President
Johnny Sanders, Vice-President
Sophia Williams, Secretary
James Allen
Jim Mills
Ty Mc Donald

ALSO PRESENT:

Roderick Emanuel, Interim Superintendent
Barry Edwards, Asst. Superintendent for HR
Donald Williams, Ex. Director of Communications
Henry Gideon, Chief Operations Officer
Dr. Celina Estrada-Thomas, BHS Principal
Nancy Barrientos, Adm. Asst. to Superintendent
Dr. Julian Trevino
Mayo Neyland
Joe Dan Lee
Dr. Mike Moses
David Thompson
Dr. Hoyt Watson
Ella Williams

MEMBERS ABSENT:

Glenn Peterson

1. Meeting Called to Order

The meeting was called to order by President Eaton at 11:30 a.m. A quorum of Board members was present. The meeting was duly called and notice of this meeting was posted in accordance with the Texas Open Meetings Act.

2. Hear Presentations and Consider Selection of Superintendent Search Firm

Barry Edwards introduced Mike Moses, David Thompson and Julian Trevino with School Executive Consulting. Dr. Moses congratulated the district for having three Exemplary schools. Dr. Moses stated that his firm does a number of Superintendent searches each year and they work with the board to help conduct the search. He stated that selecting a Superintendent is a big decision and reminded the board that it is their search, they would merely serve as the board's agent and recruit and accept applications. Dr. Moses assured the board that they would solicit candidates and recruit some outstanding people.

Mr. Thompson stated that their firm believes in the "boutique approach", tailoring the search to meet the district's needs. He went on to say that although it is not a community decision, they believe in community involvement during the search process. Mr. Thompson

stated that they work with only a few districts at a time and do not work with districts in close proximity to avoid competition. Mr. Thompson stated that if selected, they would ask each board member to designate 8 community/business people to give the community a chance to have some input.

Mr. Thompson stated that his firm will be looking for someone whose community is going to cry when they leave – someone with a proven track record. He added that they would work on the district's timeline. Dr. Trevino stated that their firm is very respectful of the role of the media and would make a special effort to set aside time to meet with the media. He added that they would provide the media with as much information as possible without impairing the search. Dr. Trevino stated that they do not have pre-determined candidates and will share all applications with the board. Their firm would then narrow down the applicants to a manageable number for interviews. Mr. Thompson reminded the board that confidentiality is very important during the search process.

Mr. Edwards introduced the TASB Executive Search Team of Mayo Neyland and Joe Dan Lee. Mr. Neyland stated that he had been with TASB for 17 years and has been doing Superintendent searches for 4-5 years. Joe Dan Lee is a Field Service Representative with TASB and was a former superintendent for 23 years. Mr. Neyland stated that this would be one of the most important decisions that the board would make and the board would be in charge of the search. He explained that the board would see the files of all of the applicants and select which applicants they would like to interview. Mr. Neyland stated that TASB has more experience with Superintendent searches than any other firm or consultant, working with more than 500 districts. He added that they do a good job at getting the right person. In addition, Mr. Neyland explained that TASB is the only Texas member of the National School Board Association; therefore they are able to do a national search if the board desires. Mr. Neyland stated that TASB advertises the search, receives applications, engages the district and community, completes criminal and credit checks, sets up interviews, assists with contract discussions, and provides continuous support, advice and materials for the board. He went on to say that the board would need to select a district contact person, generally the Superintendents secretary.

Mr. Neyland stated that they would meet with the board and develop a set of characteristics and qualifications, provide a web survey for community engagement, and select 4-6 candidates who they feel would be the best fit for the district. He said that they would assist the board in developing interview questions. Mr. Neyland stated that they recommend that everyone involved in the selection process be required to complete a confidentiality oath. He added that confidentiality is guarded for the candidates benefit.

Mr. Neyland explained that the initial interview is structured to narrow the field of candidates, and they recommend that candidates invite their spouses along for the second interview. He added that the spouses are not involved in the actual interview; however they

are trying to put together a strong “team”. Mr. Neyland explained the process for selecting the candidates to interview.

Mr. Neyland stated that the quote for the search is based on the district’s ADA and includes consultant travel and expenses. He added that there is an additional cost for a national search to cover the costs of advertising. Mr. Neyland stated that TASB offers a satisfaction guarantee, and if the Superintendent leaves within the first year for any reason other than a family emergency, they would reopen the search for no additional consulting fees.

Mr. Lee stated that if selected, TASB would develop a calendar at a planning meeting. He went on to say that they would spend one or two full days of community engagement sessions. Mr. Lee stated that the search process usually takes between 100 and 120 days. He concluded by stating that Bastrop is a desirable district and he anticipates that the district will receive a large number of applicants.

Mr. Edwards introduced Dr. Hoyt Watson with the firm of Bob E. Griggs & Associates. Dr. Watson stated that this is the oldest search firm in the state of Texas. He stated that the company was started in 1986 and has conducted over 250 Superintendent searches. Dr. Watson explained that they start by researching the district. He said that there are not 5 individuals in the state that are suited to be a Superintendent in Bastrop, adding that they work hard to find the right fit for the district. Dr. Watson stated that they would advertise the job, send out brochures and accept applications. He stated that they would interview a minimum of 10-15 applicants and narrow down the field of candidates to approximately five for the board to interview. Dr. Watson stated that they would go out and recruit candidates. He also said that it is important that the community has input on putting together a profile.

Dr. Watson reviewed the firms’ record, reporting that only two Superintendents have left their jobs within the first three years of being hired. Mr. Eaton asked how long to expect before a profile is completed. Dr. Watson stated that it normally takes approximately 90 days to complete the profile, but they could possibly have it completed in a minimum of 75 days. Dr. Watson stated that mid-term is the best time to hire a new Superintendent. Mr. Mills asked how many repeat searches they have done for districts. Dr. Watson answered approximately 12.

Dr. Watson reported that travel expenses generally run about \$1500 and brochures also run around \$1500. He concluded his presentation by stating that they understand what it takes and getting the right fit for the district is extremely important.

The Board took a break at 1:00 p.m. and reconvened at 1:05 p.m.

President Eaton went around the room and asked board members for their input on the three firms and their presentations. After a short board discussion, President Eaton asked for a motion.

Jim Mills moved and Ty McDonald seconded to select School Executive Consulting, Inc. to conduct the Superintendent search for the district. President Eaton asked for comments or questions. There being none, President Eaton called for a vote.

MOTION CARRIED UNANIMOUSLY

Mr. Edwards stated that he would begin working on the contract with School Executive Consulting, Inc. and would bring a budget amendment to the board for approval at the regular August board meeting.

3. ADJOURNMENT

There being no other business, James Allen moved and Johnny Sanders seconded to adjourn the meeting at 1:26 p.m.

Board Secretary

Board President