



## Board Special Meeting

### Work Session: Superintendent Search Engagement Process

Monday, February 12, 2018, 8:00 – 10:00am

Board Auditorium, John Stanford Center

2445 – 3<sup>rd</sup> Avenue South, Seattle WA 98134

## Minutes

### Call to Order

Director Harris called the meeting to order at 8:05am.

Directors Harris, Geary, and Mack were present. Director Patu arrived at 8:15am.

Staff present were Director of Policy and Board Relations Nate Van Duzer, Executive Director of Government Relations & Strategic Initiatives Erinn Bennett, Board Office Administrator Michele Ramirez, Deputy General Counsel John Cerqui, Manager of School Operations Sherri Kokx, and Communications Specialist Rachel Nakanishi

### Work Session: Superintendent Search Engagement Process

#### *Semi-Finalist Round*

Mr. Van Duzer, Director of Policy and Board Relations, began by going over the agenda and forms included in the board's packet for the meeting. He asked the board who they intended to include in the semi-finalist round interviews and whether there would be community participation.

Director Harris noted that Ray and Associates does recommend confidentiality during the semi-finalist round. Ms. Bennett confirmed that they would recommend confidentiality.

Board directors discussed engagement during this phase. Director Mack discussed the logistics around how to invite and incorporate different groups into the engagement process, as well as how to make sure their input is adequately included. Director Geary noted the board can limit who they invite by looking at the district goals and making sure to include those who are invested in very specific ways to further those goals. She highlighted her appreciation of input, but ultimately it is the decision of the board. Directors Geary and Mack discussed the logistics of community engagement at the semifinalist stage. The board clarified that community members do not have a vote in the final decision.

Director Harris gave a historical overview of engagement in past Superintendent Search processes. Director Patu noted that she does not want to leave anyone out, and that a lot of people in the community that she has communicated with are not typically involved in this type of process.

Director Harris consulted John Cerqui, Deputy General Counsel, on the type of questions that can be asked during the interviews.

Erinn clarified the dates and logistics of the interviews for the directors.

Director Harris asked staff if stakeholders are typically invited into the process to participate and ask questions or simply observe. Ms. Bennett explained that stakeholders did provide feedback in past interviews. Ms. Kokx suggested that the board could have stakeholders give feedback to the directors during this process, but make it clear to them that they do not have the ability to vote.

Director Harris asked Mr. Cerqui if the vote is done in executive session. Mr. Cerqui noted no vote and that the board would provide their comments and input to Ray and Associates and the consultants would provide a suggestion to the board on candidates.

Director Geary suggested having a feedback session with the partners so that directors could provide their final recommendations. She would be comfortable with having questions from the partners. Mr. Cerqui suggested vetting the questions before using them to ask the candidates.

Director Harris noted that the template questions provided by Ray and Associates may not be suitable for this process. Directors discussed the questions and amount of guidance they may get from Ray and Associates.

Director Harris clarified the process by explaining community and labor partners will provide questions in advance, and the board will vet the questions. The board will make it clear to their partners that they are not voting, but they want to hear their feedback.

Mr. Van Duzer asked the board who they would invite in the room. Director Mack asked how many seats are we allowing for this in the room.

Ms. Kokx gave some feedback on how scoring has been done in the past.

Directors discussed the importance of being very clear to the partners about what their role is.

Directors discussed which partners should be involved in the finalist round. Ms. Bennett suggested that there could be more opportunity in the finalist round for partner engagement. Director Geary suggested partners from Special Ed, ELL, Labor partners, and staff. Directors and staff discussed potential partners.

Directors determined the following partners from the following representative areas should be included in the process: PTSA, advanced learning, Special Education, English Language Learners, Labor Partners (SEA, PASS and 609), Staff (Cabinet), the Department of Education and Early Learning (DEEL), and the African American Male Advisory Committee (AAMAC). Directors discussed which staff members may be included in this process. The board noted that they would like to put emphasis on diversity within those groups.

Directors and staff discussed how to reach out to and select someone from each representative community.

Director Harris motioned that the included partners be only allowed to provide verbal feedback during the interview process. Director Patu seconded. This motion passed unanimously.

### *Finalist Round*

Mr. Van Duzer asked the board what elements would they like included in the schedule for a round of engagement activities with finalist candidates. He explained that Ray and Associates

has provided some suggestions on potential schedules. The board reviewed the options in their packet. Director Geary noted that she likes the thought of having the process rotating in one day, rather than different candidates on different days, to avoid asking our partners to participate in a stretched-out process.

Directors and staff discussed potential schedules.

Director Mack noted that she would like to see the candidates in a school to see how they interact. Ms. Bennett and Director Mack discussed how this could look.

Directors discussed the number of days the process should take. Mr. Van Duzer and the directors discussed the timing of the interviews in terms of days and format.

Ms. Kokx suggested that this could be recorded for parents to view at their convenience. Director Geary suggested a public speaking aspect of the interview to see how candidates respond.

Directors and staff discussed options for how many days the interview process should take. Director Harris discussed having all candidates here for 2 days, having them all here to engage with schools in the first day, and ending the second day with the interviews.

Ms. Bennett summarized the board input as having the first day with a district tour, followed by external and internal engagement, and ending with a forum in the evening. The second day would consist of rotating interviews with the Board.

Ms. Bennett clarified internal partners would include small cabinet and external partners would include labor partners. She explained input would be gathered throughout the day from each group then provided to the board. The board discussed whether they would be in the room with the internal and external meetings. Mr. Van Duzer suggested designated board directors to go with the groups and provide feedback to the whole board at the end of the day. Director Harris and Geary explained that it is critical for the board to be in those meetings to get feedback.

The board and staff discussed external engagement. Director Geary suggested having external partners involved that represent our SMART goals around communication, closing the gap, education outcomes. Director Mack suggested inviting back some of the people who were involved in the focus groups. Director Harris and Geary agreed with including those who participated in the focus groups.

Director Mack suggested that community based organizations could come to the town hall forum. The format could include a 10 minute presentation, then previously written questions could be used during a question and answer portion with candidates after the pitch.

Mr. Van Duzer asked the board if they want to continue engagement in February. Director Geary expressed her concern about the lack of consistency on the documents with social justice. Director Harris suggested that we reach out to our communities to advise them on what the process is. Director Mack noted that staff should notify other directors of semifinalist and finalist needs to lead tours.

Mr. Van Duzer asked the board if the candidates should be invited to bring their spouse as well. Directors discussed this and how other districts have handled this opportunity. Directors agreed to discuss this option later.

**Adjourn**

Director Harris adjourned the meeting at 10:08am