



Members Present: J. Gutierrez, C. Olson, Rita Thorson, K. Gutierrez, N. Donnay, T. Smith

Members Absent:

Ex-officio Members Present:

Guests:

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Meeting began at 8:00 am

**Retreat Summary and Next Steps.** Discussed the feedback and open items from the board retreat. These topics are noted below>

### **Committees.**

- Succession Planning Committee. Considerable hard work has been done to get us to this point ---This includes job descriptions, employment agreements, RFI and selection of consultant, coordinating interviews and focus groups, retreat planning and coordination. Question: Does the composition of the Succession Planning Committee need to change? Expand? - We may not be able to determine this until we determine the exact next steps.
- Search Committee. This was referenced during the retreat. This would consist of a small group of individuals who would solicit candidates, evaluate resumes, and make a selection of those to be interviewed. Composition of this committee and related questions are:
  - Terri Smith - absolutely given her role and expertise in this process
  - Search Firm - if the Board chooses to use a search firm they would be a member of this team and bring their expertise (e.g. national connections, advertising, awareness of marketplace, etc.). The Board would have to decide to commit to an additional 50-75k of costs. Would we need an RFI for this?
  - Who else? - a member of admin? A board member? Rebar Leadership?
  - NOTE: The key is to identify a pool of qualified candidates. This may be difficult given the current market.
- Interview Team. Composition of the Interview Team could include:
  - Administration. Kelly, Terri, and all educational leaders.
  - Board members, not to exceed into a quorum (up to four members) so the interview is subject to open meeting law. Which board members?
  - Others? - In previous interviews we have had an the above composition, THEN invited others to attend/listen so they can be a part of our follow up discussions with the interview team (e.g. other members of the admin team like Keven could listen to questions related to activities importance, other invited parents could give perspective they noticed, teachers? - or is that part of the board member composition?, TLC leaders, etc.).

- Interview process. The number of interviews can be determined, but the final interview could be with the entire Board, subject to open meeting law.

**Timeframes.** Two very brief comments, one far more important than the other.

- Adjustment of the timeframe. Scott's timeframe has interviews being conducted in July 2025. Given the educational environment, this entire timeframe (Appendix C) in the board retreat packet will have to be accelerated by 4-6 months - which may impact the timeframe of Appendix B.
- Impact of adjusted timeframes. Obviously we will need to define this, determine appropriate committee composition, begin appropriate communication, etc.

Next Steps: These are:

- Update the timeline to reflect the acceleration of interviewing (C. Olson)
- Summarize the work that has currently been completed by the Succession Planning Committee (C. Olson)
- Set up follow-up meeting with Rebar Leadership (J. Gutierrez)

The meeting ended at 8:45 am

Submitted by J. Gutierrez, St. Croix Preparatory Academy