



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

Members Absent:

Ex-officio Members Present:

Guests:

Meeting began at 11:00 am

Retreat Summary: Discussed the impressions of the retreat and discussion points for the board meeting. These included positive engagement, curiosity about the process, and the healthy tension of the discussion.

Next Steps – for discussion at the December board meeting.

- Timeline Update. Recommend moving interview timeframe from July 2025 to February/March timeframe to correspond to typical school timeframes. Agreed to provide more granular detail (e.g. posting of the position, interview schedule, recommendation by committee, board approval of the recommendation, board negotiation, etc.)
- Internal and External Candidates. Discussed whether internal candidates were evaluated on different timeline than external candidates. Recommend evaluating internal and external candidates together, in the same process.
- Search Firm vs. Internal Process. Discussed the comparisons. They include:

Internal Process	Search Firm
Transformational opportunity	Transactional process
Less professional contacts	More professional contacts
Less cost, but internal labor and time	More cost - 20% to 30% of salary
Quicker process	More timely process

Discussed performing RFI to seek out search firm to evaluate this option and add integrity to the process by giving it due consideration. This requires time (e.g. draft RFI, determine recipients, conference calls to answer questions, receive responses, develop rubric for evaluation, perform evaluation, and make a recommendation to the board.)

- Board Effectiveness Evaluation. Discussed Rebar Leadership performing this in the January/February timeframe with facilitation of discussion in March. This would include summary of board duties, discussing allocation of board work currently done by administrative staff, how to build sustainability in the midst of three year board terms, board transition, etc. Documentation of current board duties (e.g. details of

meeting planning, board elections, board training prior to seating, etc.) is being compiled.

- Future discussion on proactive change management, survey to parents, etc.

The meeting ended at 12:45 pm

Submitted by J. Gutierrez, St. Croix Preparatory Academy