



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

Members Absent: K. Gutierrez

Ex-officio Members Present:

Guests:

Meeting began at 10:36 am

Succession Plan Communication to Divisions. J. Gutierrez discussed his communication to each of the divisions. His emphasis was on previously implemented succession plans, composition of the committee, work that has been completed, and the future decisions facing the board and committee. J. Gutierrez emphasized the importance of protecting the culture and the need to protect the learning environment from controversial political/societal issues.

Recap of the January Board Meeting. Discussed conversation at the last board meeting and how to prepare for the search firm discussion and decision at the February 6 board meeting. Discussed HR, Rebar, Succession Planning Committee, and Minnesota School Board Association (MSBA) – their potential involvement, specific tasks, potential costs, capacity, advantages of each, etc. C. Olson, through the contributions of others, will create a matrix noting these items and the potential of proposing hybrid solutions (e.g. combination of HR, MSBA, and Rebar).

Specific Comment Related to a Search Firm. This would likely require the issuance of an RFI, identification of recipients, hosting questions, evaluating responses, establishing a rubric for the evaluation and timeframe for board approval. This would add at least three (3) months to the process.

Request Meeting with Alison Sherman, Board Chair ISD 834. Alison works at St. Croix Prep, so we will set up a meeting for discussion, feedback on our process, etc. Stillwater has recently gone through a superintendent selection process.

Board Evaluation from Rebar Leadership. This will be sent to the board members sometime during the week of January 29.

Change Management Training. Discussed this, noting that the training may be most appropriate for the board and school leadership. It is unsure whether this would be necessary or beneficial to faculty, educational assistants, etc. We will discuss this with Rebar Leadership. J. Gutierrez to connect with Rebar Leadership.

MSBA Workshop (\$1,300). There was discussion as to whether this was a good investment for our board. N. Donnay will send the Sartell video link to board members, along with

appropriate questions – then the board can determine whether additional information would be obtained through hosting the workshop.

Committee Membership. Discussed having principals/directors on the committee as they would have insight into how the process and potential candidates would be perceived by the educational leadership. T. Smith will a note asking for participation of those who are not interested in applying for the Executive Director position.

Future Feedback from Authorizer and Legal Counsel. Future feedback from the authorizer (Friends of Education) and legal counsel may provide insight into additional characteristics of a future leader. We will schedule this in the future.

Miscellaneous. Determined the need for the Board to improve on the 360 review process for the Executive Director. This will assist with the on-boarding and success of a new school leader.

Next Committee Meeting. The next committee meeting will be Thursday, February 1 at 9:30 am.

The meeting ended at 11:40 am

Submitted by J. Gutierrez, St. Croix Preparatory Academy